



**THE WAY OF CONDUCTING PRACTICAL STUDENT
TRAINING IN THE SCHOOL OF HIGHER EDUCATION
AND THE COOPERATION WITH THE ECONOMIC
ORGANIZATIONS**

**NAČIN IZVOĐENA PRAKTIČNE NASTAVE STUDENATA
VISOKE ŠKOLE I SARADNJA SA PRIVREDNIM
ORGANIZACIJAMA**

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Current conducting of practical training

Practical training in the School of Higher Applied Professional Education from Vranje is carried out in the following ways:

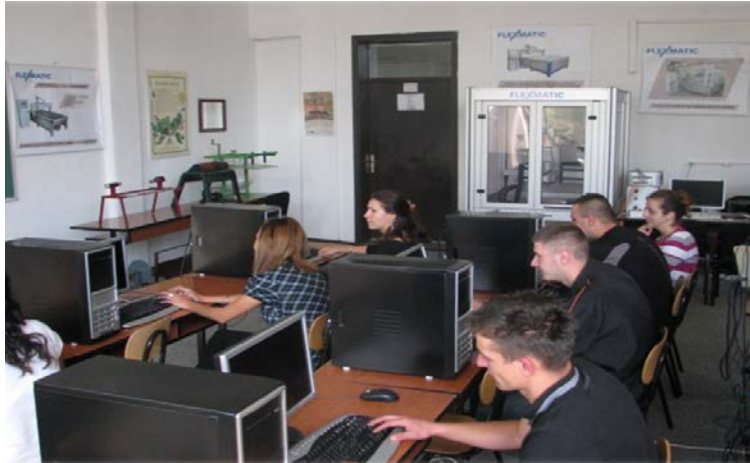
- in the laboratories and workshops of the School of Higher Education: a CNC laboratory, chemical-biochemical and microbiological laboratory, a wood technology workshop, traffic engineering workshop and mechanical engineering workshop,
- in the economic organizations of the Pčinja region,
- by visiting fairs, and
- through professional excursions.

Trenutno izvođenje praktične nastave

Izvođenje praktične nastave studenata Visoke škole primenjenih strukovnih studija iz Vranja odvija se na sledeće načine:

- u laboratorijama i radionicama Visoke škole: CNC laboratoriji, hemijsko-biohemijskoj i mikrobiološkoj laboratoriji, radionici tehnologije drveta, radionici saobraćajnog inženjerstva i radionici mašinskog inženjerstva
- u privrednim organizacijama Pčinjskog okruga,
- posećivanjem sajмова, i
- izvođenjem stručnih ekskurzija.

CNC laboratory



CNC laboratorija





CNC laboratory

In the CNC laboratory students create a 3D model of a workpiece and define the way it is processed in the ISY-CAD/CAM program package. Then, the program they have created is uploaded on a CNC milling machine ISEL, and the production of the final workpiece on the milling machine is carried out.

CNC laboratorija

U CNC laboratoriji studenti kreiraju 3D model radnog komada i definišu način obrade istog u programskom paketu ISY-CAD/CAM, zatim se program koji su kreirali učitava na CNC glodalici ISEL i vrši se izrada finalnog radnog komada na glodalici.

- Practical student work in the CNC laboratory
- Praktični radovi studenata u CNC laboratoriji



Chemical-biochemical and microbiological laboratory



Hemijsko-biohemijska i mikrobiološka laboratorija





Chemical-biochemical and microbiological laboratory

In the chemical-biochemical and microbiological laboratory, students from the **Food technology and Environmental protection** study programs perform the following activities:

- Physical and chemical analysis of water, milk, meat, wheat,...
- Microbiological testing of food and water
- Biochemical analysis of food products

Hemijsko-biohemijska i mikrobiološka laboratorija

U hemijsko-biohemijskoj i mikrobiološkoj laboratoriji studenti sa studijskih programa **Prehrambene tehnologije i Zaštite životne sredine** obavljaju sledeće aktivnosti:

- Fizičko-hemijsku analizu vode, mleka, mesa, žita, ...
- Mikrobiološka ispitivanja vode i hrane
- Biohemijsku analizu namirnica



The students from the **Food technologies and Environmental protection** study programs have practical training in the following economic organizations:

- Confectionery products factory „Kondiva“
- Bread and milk factory „Vranje“
- The Institute for Public Health
- Dairy plant „Veličković“
- Dairy plant „Surdulica“
- Juice factory „Bivoda“
- Butcher's shop „Dva drugara“

In the Institute for Public Health, students have professional practice in a microbiological and eco-toxical laboratory where they test the quality of food and water.

Studenti sa studijskih programa **Prehrambene tehnologije i Zaštite životne sredine** obavljaju praktičnu nastavu u sledećim privrednim organizacijama:

- Fabrika konditorskih proizvoda „Kondiva“
- Fabrika hleba i mleka „Vranje“
- Zavod za javno zdravlje
- Mlekara „Veličković“ , „Surdulica“
- Fabrika sokova „Bivoda“
- Mesara „Dva drugara“

U Zavodu za javno zdravlje studenti obavljaju stručnu praksu u mikrobiološkoj i eko-toksiološkoj laboratoriji gde ispituju kvalitet vode i hrane.

Wood technology workshop



Radionica Tehnologije drveta





In the workshop for wood technology, students perform the following activities:

- Material identification: solid wood, refined solid wood, veneers, wood-based panels, foils and laminates
- Introduction to the assembly elements and the elements for binding in the final wood processing - adhesives, shackles, junctions and bolts
- Cutting of materials: sawnwood, panels, veneers
- Sizing and the final element and junction processing
- Bending of the solid and laminated wood
- Introduction to the junction processes in the final production
- Final assembly,
- Furniture quality control

U radionici tehnologije drveta obavljaju sledeće aktivnosti:

- Prepoznavanje materijala: masivno drvo, oplemenjeno puno drvo, furniri, ploče na bazi drveta, folije i laminati
- Upoznavanje sa elementima ugradnje i elementima za vezivanje u finalnoj obradi drveta - lepkovi, okovi, spojke i vijci
- Krojenje: materijala, piljene građe, ploča, furnira
- Dimenzionisanje i konačnu obradu elemenata i sastava
- Savijanje masivnog i slojevitog drveta
- Upoznavanje sa procesima spajanja u finalnoj proizvodnji
- Završnu montažu
- Kontrolu kvaliteta nameštaja

Practical work of students in the
workshop for wood technology

Praktični radovi studenata u
radionici tehnologije drveta



Traffic engineering workshop



Radionica saobraćajnog inženjerstva





In the traffic engineering workshop, students perform the following activities:

- Measurement of the exhaust gas emission in gasoline and diesel motors
- Motor vehicle diagnostics
- Diagnostics of cooling devices/air-conditioners
- Measurement of the regularity of brake fluid
- Noise measurement made by a motor vehicle

Students from the **Traffic engineering** study program have professional practice in the workshop for the technical inspection of motor vehicles „Mašinopromet“ and „Dunav osiguranje“ as well.

U radionici saobraćajnog inženjerstva studenti obavljaju sledeće aktivnosti:

- Merenje emisije izduvnih gasova kod benzinskih i dizel motora
- Dijagnostiku motornih vozila
- Dijagnostiku rashladnih uređaja - klime
- Merenje ispravnosti kočione tečnosti
- Merenje buke koji stvara motorno vozilo

Studenti sa studijskog programa **Saobraćajno inženjerstvo** stručnu praksu obavljaju i u Radionicama za tehnički pregled motornih vozila „Mašinopromet“ i „Dunav osiguranje“.

Mechanical engineering workshop

Radionica Mašinskog inženjerstva



In the workshop for mechanical engineering, students from the **Mechanical engineering** study program perform the following activities:

- Technological process of metal processing on the lathe
- Technological process of deforming plastics on the hydraulic press
- Technological process of material bending on the bending machine
- Technological process of metal welding
- Metal processing on the drill

Students have professional practice in the following economic organizations as well:

- Metal industry „ALFA PLAM“
- Welding company „Zavarivač“
- Boiler factory „Megal“

U radionici mašinskog inženjerstva studenti sa studijskog programa **Mašinsko inženjerstvo** obavljaju sledeće aktivnosti:

- Tehnološki proces obrade metala na strugu
- Tehnološki proces plastičnog deformisanja na hidrauličkoj presi
- Tehnološki proces savijanja materijala na mašini za savijanje
- Tehnološki proces zavarivanja metala
- Obrada metala na bušilici

Studenti stručnu praksu obavljaju i u sledećim privrednim organizacijama:

- Metalna industrija „ALFA PLAM“
- Preduzeće za zavarivanje „Zavarivač“
- Fabrika kotlova „Megal“



Taking into consideration that special attention is given to gaining practical knowledge and the application of theoretical knowledge at higher professional studies, good quality realization of practical training is of great importance.

The School of Higher Applied Professional Education from Vranje has adopted a Rule book about conducting professional practice which contains:

- rules, that is, procedures for the realization of professional practice,
- duties of all the participants in realization (teachers, students, coordinators),
- a way of making a professional practice report, its form and content,
- supporting documents,
- the way of forming the report mark.

S obzirom da se na visokim strukovnim studijama poseban značaj daje usvajanju praktičnih znanja i aplikaciji teorijskih znanja od velike je važnosti kvalitetna realizacija praktične nastave.

Visoka škola primenjenih strukovnih studija iz Vranja je usvojila Pravilnik o izvođenju stručne prakse koji obuhvata:

- pravila, odnosno, procedure pri realizaciji stručne prakse,
- obaveze svih učesnika u realizaciji (nastavnika, studenata, koordinatora),
- način izrade, oblik i sadržaj elaborata o stručnoj praksi,
- prateću dokumentaciju,
- način formiranja ocene elaborata.



The aims of professional practice are:

- gaining practical knowledge and skills
- training students to apply previously gained theoretical and professional knowledge for solving specific practical engineering problems
- introducing students to the activities of the chosen organization or institution, its way of doing business, management and the place and role of engineers in its organizational structure
- application of gained knowledge in theory classes and its improvement by gaining practical experience in order to help students adapt more easily to the technological working process after completion of studies
- introducing students to the environment in which production, technological and processing processes take place

Ciljevi stručne prakse su:

- sticanje praktičnih znanja i veština
- sposobljavanje studenata za primenu prethodno stečenih teorijskih i stručnih znanja za rešavanje konkretnih praktičnih inženjerskih problema
- upoznavanje studenata sa delatnostima izabranog preduzeća ili institucije, načinom poslovanja, upravljanjem i mestom i ulogom inženjera u njihovim organizacionim strukturama.
- primena znanja stečenog na časovima teorijske nastave i unapređenje istog sticanjem praktičnih iskustava radi lakšeg uklapanja u tehnološki proces rada po završetku studija
- upoznavanje studenata sa ambijentom u kome se odvijaju proizvodni, tehnološki i obradni procesi



Professional practice is realized in the fourth, fifth, or sixth semester and has the status of a compulsory subject at all study programs of the School of Higher Education. Planned number of classes, ECTS credits for professional practice:

1. Study program: **Wood technology** – **VI semester**, 18 classes

	Weekly	In total	ECTS
• Professional practice	10	150	13
• Practical work (project)	6	90	5
• Study visits	2	30	4
• In total:	18	270	22

2. Study programs: **mechanical engineering, applied informatics and production economy**

– **IV, V and VI semester**, 4 classes

	Weekly	In total	ECTS
• Professional practice	2	30	2
• Practical work (project)	1	15	1
• Study visits	1	15	1
• In total:	4	60	4

3. Study program: **food technology** – **VI semester**, 8 classes

	Weekly	In total	ECTS
• Professional practice	5	75	4
• Practical work (project)	2	30	2
• Study visits	1	15	1
• In total:	8	120	7

Stručna praksa se realizuje u četvrtom, petom, ili šestom semestru i ima status obaveznog predmeta na svim studijskim programima Visoke škole. Predviđeni broj časova ESPB bodova za stručnu praksu:

1. Studijski program: **tehnologija drveta – VI semestar, 18 časova**

	Nedeljno	Ukupno	ESPB
• Stručna praksa	10	150	13
• Praktični rad (projekat)	6	90	5
• Studijske posete	2	30	4
• Ukupno:	18	270	22

2. Studijski programi: **mašinsko inženjerstvo, primenjena informatika i proizvodna ekonomija – IV, V i VI semestar, 4 časa**

	Nedeljno	Ukupno	ESPB
• Stručna praksa	2	30	2
• Praktični rad (projekat)	1	15	1
• Studijske posete	1	15	1
• Ukupno:	4	60	4

3. Studijski program: **prehrambena tehnologija – VI semestar, 8 časova**

	Nedeljno	Ukupno	ESPB
• Stručna praksa	5	75	4
• Praktični rad (projekat)	2	30	2
• Studijske posete	1	15	1
• Ukupno:	8	120	7



Professional practice is realized with help of:

- Professional practice teacher,
- Teacher – mentor of practical work and
- professional practice coordinator.

A coordinator of professional practice is in charge of the entire professional practice.

A **coordinator** of professional practice is responsible for:

- providing consent of companies and institutions for the realization of professional practice,
- coordination of work between students and practical work mentor,
- monitoring the work of professional practice teachers.

Stručnu praksu realizuju:

- nastavnik stručne prakse,
- nastavnik – mentor Praktičnog rada i
- koordinator stručne prakse.

Celokupnom stručnom praksom rukovodi **koordinator** stručne prakse.

Koordinator stručne prakse je zadužen da:

- obezbedi saglasnost privrednih društava i ustanova za obavljanje stručne prakse,
- koordinira rad između studenata i mentora praktičnog rada,
- prati rad nastavnika stručne prakse.



A teacher – mentor of practical work has the task to define the list of topics for practical work (project) and submit it to the coordinator of professional practice before the practice starts, as well as to give instructions for the realization of practical work (project), and perform its evaluation in order to form the final mark.

Nastavnik – mentor Praktičnog rada ima zadatak da odredi spisak tema za praktičan rad (projekat) i dostavi koordinatoru stručne prakse pre početka izvođenja iste, kao i da daje uputstva za realizaciju praktičnog rada (projekta), vrši ocenjivanje istog radi formiranja završne ocene.

THE REPORT OF THE PRACTICAL WORK TEACHER-MENTOR

1. Surname (middle name) name _____

2. Index number _____

3. Study program _____

4. Practical work topic _____

5. Regularity of attendance _____

(percentage of attendance in relation to the total number of classes)

6. Student interest: a) uninterested
 b) interested
 c) very interested

7. Engagement during the practical work a) little
 b) average
 c) great

8. Application of gained and theoretical knowledge
 a) insufficient
 b) good
 c) very good

Remarks:

Date:

Teacher – mentor
of the practical work

IZVEŠTAJ NASTAVNIKA – MENTORA PRAKTIČNOG RADA

1. Prezime (srednje ime) ime _____

2. Broj indeksa _____

3. Studijski program _____

4. Tema praktičnog rada _____

5. Urednost pohađanja _____

(procenat prisustva u odnosu na ukupan broj časova)

6. Zainteresovanost studenta: a) nezainteresovan
 b) zainteresovan
 c) veoma zainteresovan

7. Angažovanost u toku Praktičnog rada a) mala
 b) srednja
 c) velika

8. Primena stečenih i teorijskih znanja a) nedovoljna
 b) dobra
 c) veoma dobra

Napomene:

Datum:

Nastavnik – mentor
Praktičnog rada

A professional practice teacher is responsible for the realization of the entire program of professional practice. His/Her task is to:

- form student groups according to the chosen topics for practical work (project),
- inform students about the code of conduct at work in production conditions, and refer food technology students to sanitary examination,
- take students to work in adequate companies and institutions for professional practice,
- monitor the realization of professional practice over through reports from the professional practice
- organize study visits

Nastavnik stručne prakse je zadužen za realizaciju celokupnog programa stručne prakse. Njegov zadatak je da:

- formira grupe studenata prema izabranim temama za praktičan rad (projekat),
- upozna studente sa pravilima ponašanja za rad u proizvodnim uslovima, a studente prehrambene tehnologije uputi na sanitarni pregled,
- vodi studente na rad u odgovarajuća privredna društva i ustanove na stručnu praksu,
- prati realizaciju stručne prakse preko Elaborata – Izveštaja sa stručne prakse--
- organizuje studijske posete

Professional practice teacher forms the final mark upon realized credits which comprise:

- practical work (project), 30 credits
- engineering internship (practice) and 60 credits
- study visits. 10 credits

Engineering internship (practice) comprises:

- regular attendance,
- active participation in work,
- report quality and
- oral defense of the report.

Nastavnik stručne prakse formira završnu ocenu kroz iskazivanje ostvarenih bodova koja s sastoji iz:

- praktičnog rada (projekta), 30 poena
- inženjerskog staža (prakse) 60 poena
- Studijske posete 10 poena

Inženjerski staž (praksa) se sastoji iz:

- redovnog pohađanja,
- aktivnog učešća u radu,
- kvaliteta elaborata i
- usmene odbrane elaborata.

**FORMING THE FINAL MARK FROM THE PROFESSIONAL PRACTICE
SUBJECT**

The final mark from the Professional practice subject is formed on the basis of criteria established in the Rule book about professional practice, article 13., and on the basis of the reports of the teacher-mentor of practical work and the engineering practice (internship) coordinator, as well as the evaluation of the engineering practice (internship) report and its oral defense.

Surname (middle name) name _____

Index number _____

Study program _____

Number of credits:

A – Practical work (Project) _____ credits

B – Engineering internship (practice) _____ credits

B1. Regular attendance _____ credits

B2. Active participation in work _____ credits

B3. Report quality _____ credits

B4. Oral report defense _____ credits

C- Study visit _____ credits

Total: _____ credits

Based on the above criteria and the number of credits, a student has passed Professional practice with the mark _____ (_____).

Date: _____

Professional practice teacher: _____

**FORMIRANJE ZAVRŠNE OCENE IZ PREDMETA
STRUČNA PRAKSA**

Završna ocena iz predmeta Stručna praksa formira na osnovu kriterijuma utvrđenih u Pravilniku o stručnoj praksi, član 13. i na osnovu Izveštaja nastavnika-mentora Praktičnog rada i Izveštaja koordinatora Inženjerske prakse (staža), ocene kvaliteta Elaborata – Izveštaja sa inženjerske prakse (staža) i njegove usmene odbrane.

Prezime (srednje ime) ime _____

Broj indeksa _____

Studijski program _____

Broj bodova:

A – Praktičan rad (Projekat) _____ bodova

B – Inženjerski staž (praksa) _____ bodova

B1. Redovno pohađanje _____ bodova

B2. Aktivno učešće u radu _____ bodova

B3. Kvalitet Elaborata _____ bodova

B4. Usmena odbrana Elaborata _____ bodova

C- Studijska poseta _____ bodova

Ukupno: _____ bodova

Na osnovu izloženih kriterijuma i broja bodova student je položio Stručnu praksu sa ocenom _____ (_____).

Datum: _____

Nastavnik Stručne prakse: _____



- The aim of **Practical work** is that a student goes through technology in real working conditions in order to master basic processes, methods, and means of work.
- Practical work has a multidisciplinary character- it integrates gained knowledge from more professional, that is, applicative-professional subjects in order to solve a given task-project.
- Practical work is performed by teachers – mentors of Practical work.
- The report about the realization of practical work is one of the conditions and criteria when forming the final mark from the Professional practice subject.
- Cilj **Praktičnog rada** je da student u realnim uslovima prođe kroz određenu tehnologiju kako bi ovladao osnovnim procesima, metodama i sredstvima rada.
- Praktičan rad ima višedisciplinarni karakter, on objedinjuje stečena znanja iz više stručnih odnosno aplikativno – stručnih predmeta sa ciljem da se reši postavljeni radni zadatak – projekat.
- Praktičan rad vode nastavnici – mentori Praktičnog rada.
- Izveštaj o realizaciji Praktičnog rada je jedan od uslova i kriterijuma pri formiranju završne ocene iz predmeta Stručna praksa.



- **Study visits** are organized by The School of Higher Education, that is the teacher of professional practice and they are meant for bigger groups of students depending on the conditions.
- They comprise visits to technical, furniture, informatics, food and agriculture fairs, professional excursions in the country and abroad, and visits to modern manufacturing organizations.
- **Studijske posete** organizuje Visoka škola, odnosno, nastavnik stručne prakse i u njima učestvuju veće grupe studenata u zavisnosti od uslova.
- Obuhvataju posete sajmovima tehnike, nameštaja, informatike, prehrane i poljoprivrede, stručne ekskurzije u zemljama i inostranstvu, posete savremenim i modernim proizvodnim organizacijama.

THE REPORT ON REALIZATION OF STUDY VISITS

Student: _____
(name and surname, index number)

Study program: _____

In the time period from _____ to _____

He/she visited _____
(Fair)

That is _____
(organization – institution)

And that way realized a study visit according to the article 3 of the Rule book about professional training.

Professional practice teacher

**IZVEŠTAJ
O REALIZACIJI STUDIJSKIH POSETA**

Student: _____
(ime i prezime, broj indeksa)

Studijski program: _____

U vremenu od _____ do _____

posetio je _____
(Sajam)

odnosno _____
(Preduzeće – ustanova)

i time realizovao studijsku posetu prema članu 3 Pravilnika o stručnoj praksi.

Nastavnik stručne prakse



- With the aim of student practice realization, The School of Higher Education makes an agreement with certain organizations and institutions about business and technical cooperation, in which mutual rights and obligations are defined.
- A student himself/herself can suggest an organization or an institution where he/she would like to have professional practice.
- U cilju realizacije stručne prakse, Visoka škola sklapa Ugovor sa određenim privrednim društvima i ustanovama o poslovno–tehničkoj saradnji, u kome se definišu međusobna prava i obaveze.
- Student sam može predložiti privredno društvo ili ustanovu u kojoj će obaviti stručnu praksu.

**THE SCHOOL OF HIGHER
APPLIED PROFESSIONAL
EDUCATION IN VRANJE**

F. Filipovića 20

(Name and the address of the organization)

A REFFERAL TO ENGINEERING PRACTICE

Student: _____
(name and surname, index number)

Study program: _____

We ask You to accept the before named student of our School for engineering practice (internship) and enable him to spend _____ working hours in total in Your organization. It is needed to provide him with a qualified person-coordinator for contact and guidance through the engineering practice program.

Students of our School perform engineering practice (internship) during _____ semesters according to the program given in the Instruction for the realization of professional practice.

A Student is obliged to perform engineering practice (internship) in Your organization during the working hours in accordance with your regulations and rules. In case the student does not respect your code of conduct, please inform the School about it and move the student away from your organization.

Thank you in advance for assistance and cooperation.

Professional practice teacher

Director of School of Higher Education

**VISOKA ŠKOLA PRIMENJENIH
STRUKOVNIH STUDIJA**

U VRANJU
F. Filipovića 20

(Naziv i adresa radne organizacije)

UPUT NA INŽENJERSKU PRAKSU

Student: _____
(ime i prezime, broj indeksa)

Studijski program: _____

Molimo Vas da imenovanog studenta naše Škole primite na Inženjersku praksu (staž) i omogućite mu da u Vašoj organizaciji provede ukupno ____ radnih sati. Potrebno je da mu omogućite stručno lice – koordinatora za kontakt i vođenje kroz program Inženjerske prakse.

Studenti naše Škole Inženjersku praksu (staž) obavljaju u toku _____ semestara a prema programu koji se nalazi u Uputstvu za realizaciju stručne prakse.

Student je obavezan da Inženjersku praksu (staž) u Vašoj organizaciji obavlja za vreme radnog vremena i u skladu sa Vašim propisima i pravilima. U slučaju da student ne poštuje Vaša pravila ponašanja molimo Vas da obavestite Školu a studenta udaljite iz Vaše radne organizacije.

Unapred smo zahvalni na pomoći i saradnji.

Nastavnik stručne prakse

Direktor VŠPSS

(Name and the address of the organization)

(Naziv i adresa radne organizacije)

A REFERRAL TO THE REALIZATION OF PRACTICAL WORK (PROJECT)

UPUT ZA REALIZACIJU PRAKTIČNOG RADA (PROJEKTA)

Student: _____
(name and surname, index number)

Student: _____
(ime i prezime, broj indeksa)

Study program: _____

Studijski program: _____

Topic title: _____

Naziv teme: _____

We ask you to accept the before named student of our School for realization of practical work in duration of _____ working hours.

Molimo Vas da imenovanog studenta naše Škole primite na realizaciju praktičnog rada u trajanju od _____ radnih sata.

It is needed to provide a qualified person-mentor of practical work who will enable realization of a specific technology and introduction to it so that the student is able to integrate gained knowledge in order to solve a given task.

Potrebno je da mu omogućite stručno lice – mentora praktičnog rada koji će mu omogućiti realizaciju i upoznavanje određene tehnologije kako bi bio u stanju da objedini stečena znanja u cilju rešavanje postavljenog zadatka.

Thank you in advance for assistance and cooperation.

Unapred smo zahvalni na pomoći i saradnji.

Professional practice teacher

Director of School of Higher Education

Nastavnik stručne prakse

Direktor VŠPSS



A coordinator of professional practice from the professional organization:

- helps the professional practice teacher and students in the realization of professional practice and practical work (project)
- submits a report about the performed professional practice,
- evaluates the level of interest in students, their engagement and the application of the gained practical knowledge.

Students evaluate the quality of professional practice through student surveys.

Koordinator stručne prakse iz privredne organizacije:

- pomaže nastavniku praktične nastave i studentima u realizaciji stručne prakse i praktičnog rada (projekta)
- dostavlja izveštaj o obavljenoj stručnoj praksi,
- ocenjuje zainteresovanost studenata, njihovu angažovanost i primenu stečenih praktičnih znanja.

Student kroz studentske ankete ocenjuje kvalitet stručne prakse.

(Organization)

(place)

**TO THE SCHOOL OF HIGHER
APPLIED PROFESSIONAL
EDUCATION IN VRANJE**

(Radna organizacija)

(mesto)

**VISOKOJ ŠKOLI PRIMENJENIH
STRUKOVNIH STUDIJA
U VRANJU**

THE REPORT OF THE ENGINEERING PRACTICE COORDINATOR

1. Surname (middle name) name _____
2. Index number _____
3. Study program _____
4. Realization of engineering practice (internship) From _____
To _____
5. Regularity of attendance _____
(percentage of attendance in relation to the total number of classes)
6. Student interest: a) uninterested
b) interested
c) very interested
7. Engagement during the internship a) little
b) average
c) great
8. Application of gained and theoretical knowledge a) insufficient
b) good
c) very good

Remarks:

Date:

Coordinator:

IZVEŠTAJ KOORDINATORA INŽENJERSKE PRAKSE

1. Prezime (srednje ime) ime _____
2. Broj indeksa _____
3. Studijski program _____
4. Realizacija Inženjerske prakse (staža) Od _____
Do _____
5. Urednost pohađanja _____
(procenat prisustva u odnosu na ukupan broj časova)
6. Zainteresovanost studenta: a) nezainteresovan
b) zainteresovan
c) veoma zainteresovan
7. Angažovanost u toku Inženjerskog staža a) mala
b) srednja
c) velika
8. Primena stečenih i teorijskih znanja a) nedovoljna
b) dobra
c) veoma dobra

Napomene:

Datum:

Koordinator:

Student survey**ENGINEERING PRACTICE (INTERNSHIP) EVALUATION**

Name of the organization _____

Place, headquarters _____

Realization of engineering practice (internship) From _____

To _____

1. Have you applied gained school knowledge and skills in your engineering practice

- a) yes
- b) partly
- c) no

2. Have you learned anything new in practice

- a) yes
- b) no

3. What have you learned _____

4. Have you gained practical knowledge

- a) yes
- b) no

5. Which practical knowledge have you gained

6. Assistance of the employed in the organization

- a) insufficient
- b) sufficient
- c) exceptional

7. Teacher-coordinator assistance has been

- a) insufficient
- b) sufficient
- c) exceptional

Your suggestion on the realization _____

of engineering practice _____

Date: _____

Student: _____

Studentska anketa**OCENA INŽENJERSKOG STAŽA (PRAKSE)**

Naziv preduzeća _____

Mesto, sedište _____

Realizacija Inženjerske prakse (staža) Od _____

Do _____

1. Da li ste stečena znanja i veštine
u Školi primenili na Inženjerskoj
praksi

- a) da
- b) delimično
- c) ne

2. Da li ste na praksi naučili nešto novo

- a) da
- b) ne

3. Šta ste novo naučili _____

4. Da li ste stekli praktična znanja

- a) da
- b) ne

5. Koja ste praktična znanja stekli _____

6. Pomoć zaposlenih u radnoj organizaciji

- a) nedovoljna
- b) dovoljna
- c) izuzetna

7. Pomoć nastavnika-koordinatora bila je

- a) nedovoljna
- b) dovoljna
- c) izuzetna

Vaše sugestije na realizaciju _____

Inženjerske prakse _____

Datum: _____

Student: _____

I. Current conducting of practical training

The main student activities during professional practice are:

1. Learning about the organization-institution

- basic data about the organization-institution
- production program
- organizational structure
- management structure

2. Observing the production process

- material flows
- production equipment
- production process
- information systems
- standards assurance
- quality control
- construction development
- prototypes, laboratories, modelling
- marketing
- procurement
- transport (internal and external)
- energetics

I. Trenutno izvođenje praktične nastave

U toku stručne prakse osnovne aktivnosti studenata su:

1. Upoznavanje privrednog društva – ustanove

- osnovni podaci o privrednom društvu – ustanovi
- proizvodni program
- organizaciona struktura
- rukovodeća struktura

2. Snimanje proizvodnog procesa

- tokovi materijala
- proizvodna oprema
- proizvodni proces
- informacioni sistem
- obezbeđenje standarda
- kontrola kvaliteta
- razvoj konstrukcija
- prototip, laboratorije, modeliranje
- marketing
- nabavka
- transport (unutrašnji i spoljašnji)
- energetika



II. Suggestions for conducting practical training

The following student activities are suggested during professional practice:

1. Production process analysis (critical review)

- production process problems
- production bottleneck
- equipment problems
- halts, malfunctions
- maintenance and staff

2. Proposed measures for the possible improvement of the production process

- innovative approach

II. Predlozi za izvođenja praktične nastave

U toku stručne prakse predlažu se sledeće nove aktivnosti studenata:

1. Analiza proizvodnog procesa (kritički osvrt)

- problemi u proizvodnom procesu
- uska grla proizvodnje
- problemi sa opremom
- zastoji, kvarovi
- održavanje
- kadrovi

2. Predlog mera za eventualno poboljšanje proizvodnog procesa

- inovativni pristup

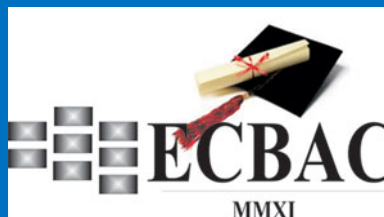


- 3. Active involvement of students in the realization of certain operations of the production process in order to prepare them for an efficient involvement in the production process after completion of studies.
 - 4. Involvement of students in the work of a technical and technological service for product preparation.
 - 5. Introduction to and participation in in the real working environment of engineers in order to comprehend their role and place in the production process.
 - 6. Preparation of the material for the practical part of the final exam.
- 3. Aktivno uključivanje studenata u realizaciji pojedinih operacija proizvodnog procesa kako bi se pipremili za efikasno uključivanje u proizvodni proces po završetku studija.
 - 4. Uključivanje studenata u rad službe za tehničko–tehnološku pripremu proizvoda.
 - 5. Upoznavanje i učestvovanje u realnim uslovima u kojima rade inženjeri kako bi shvatili njihovu ulogu i mesto u proizvodnom procesu.
 - 6. Pripremanje materijala za praktičan deo završnog ispita.



Also, it is suggested to enable an exchange of students from the School of Higher Applied Professional Education from Vranje with the cooperation of higher education schools and institutions from the country and abroad, as well as to enable visits to international factories.

Takođe se predlaže razmena studenata Visoke škole iz Vranja u saradnji sa visokoškolskim ustanovama i institucijama iz zemlje i inostranstva, kao i poseta fabrikama u inostranstvu.



THANKS FOR ATTENTION

