



Faculty of Economic Sciences, Communication and IT  
Business Administration

## Syllabus

### Course Approval

The syllabus was approved by the Faculty Board of Economic Sciences, Communication and IT on 25 November 2009, and is valid from the Autumn semester of 2011 at Karlstad University.

**Course Code:** FEGB48

**Business Administration: Practical Training, 6 ECTS Credits**  
(Företagsekonomi, praktik, 6 Swedish credit points)

**Degree Level:** Bachelor

**Progressive Specialisation:** G2F (First cycle, has at least 60 credits in first-cycle course/s as entry requirements)

### Language of Instruction

Swedish

### Prerequisites

Two years completed Real Estate Management programme

### Major Field of Study

FÖA (Business Administration)

### Learning Outcomes

Upon completion of the course, students should be able to:

- reflect on the relation between theory and practice in a real estate management area,
- apply knowledge of real estate management to workplace tasks,
- demonstrate ability to identify their need for further knowledge and develop their professional qualifications,
- demonstrate ability to critically assess theories and relate these to practice.

### Content and Form of Instruction

The course involves practical training in the real estate management area in the public or private sector. With the support of a workplace supervisor, students perform qualified tasks and participate in the daily work. The tasks must be varied and related to the students' studies and offer the opportunity to use and develop knowledge and skills previously acquired in the subject of real estate management.

Students are responsible for obtaining their work placement.

As an alternative to the practical training, students can choose to perform an investigative task without connection to a specific workplace. Content and form of the project are decided in conjunction with the supervisor.

### Reading List

See separate document.

## Examination

Assessment is based on two hand-in assignments:

Assignment 1 is a journal in which students record their tasks and considerations. The journal must also include a description of the theoretical tools used.

Assignment 2 is a written reflection on how real estate management theories are applied in practice based on their course experience and a reflection on what further knowledge they will need for a future professional in a similar workplace.

## Grades

One of the grades Distinction (VG), Pass (G) or Fail (U) is awarded in the examination of the course.

## Quality Assurance

Follow-up relating to learning conditions and goal-fulfilment takes place both during and upon completion of the course in order to ensure continuous improvement. Course assessment is based on student views and experiences as reported in written course evaluations and/or group discussions. Students will be informed of the result of the evaluation and of the measures to be taken.

## Course Certificate

A course certificate will be provided upon request.

## Additional Information

Students who enrolled before 1 July 2007 will complete their studies in accordance with the requirements of the earlier admission. Upon completion students may request degree and course certificates to be issued under the current ordinance if they meet its requirements.

The local regulations for studies at the Bachelor's and Master's levels at Karlstad University stipulate the obligations and rights of students and staff.

Karlstads universitet 651 88 Karlstad, Sweden  
Tel +46-54-700 10 00 Fax +46-54-700 14 60  
information@kau.se www.kau.se