

**Course Code:** BCOM E4065  
**Title:** Business Internship  
**Type/Status:** Elective  
**Aims:** This course unit is designed to enhance the students' practical working skills and create positive attitudes among students for improving their work efficiency and productivity.

**Learning Outcome:**

By the end of the course unit, students should be able to:

- develop positive attitudes for working in different environments
- acquire working skills related to different managerial level jobs

**Course Content:**

Each student should complete at least 600 training hours in one of the following fields; Accounting, Finance, Auditing, Marketing, Human Resource Management, Information Technology or any other field approved by the Department of Commerce & Financial Management.

**Method of Training:**

The internship should be undertaken in a public or private sector organizations approved by the Department of Commerce & Financial Management. The department, the student and the trainer shall come into an agreement to carry out the training. Students should properly maintain the Training Record Book which is provided by the department.

**Assessments/Evaluation :**

The course unit is evaluated as follows;  
40% marks are given by the Evaluation Board (EB) for the Training Record Book (TRB), which is maintained by the trainee,

20% marks are given by the trainer for the Confidential Evaluation Report (TCER),

40% marks are given by the Evaluation Board

(EB) for the trainees' individual presentation on the Internship training at the end of the course unit.

Evaluation Board consists of the Academic members in the Department of Commerce & Financial Management.