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| **Module code** | CIF7021 | | | | | | | | | |
| **Module title** | Professional practice – internship I | | | | | | | | | |
| **Module leader** | Elena Platonova | | | | | | | | | |
| **Module tutors** | Elena Platonova | | | | | | | | | |
| **Module level** | HE7 | | | | | | | | | |
| **Credit value** | 12 | | | | | | | | | |
| **ECTS value** | 6 | | | | | | | | | |
| **Module type** | Placement | | | | | | | | | |
| **Delivery Type** |  | | | | | | | | | |
| **Pre-requisite modules/learning** | N/A | | | | | | | | | |
| **Co-requisite modules** | N/A | | | | | | | | | |
| **Barred combinations** | N/A | | | | | | | | | |
| **Module duration** | 1 semester | | | | | | | | | |
| **Module outline**  **(200 words max)** | The aim of the Internship module is to offer you training on daily activities of a commercial bank which operates in accordance with Islamic principles in the Bosnian market. The training consists of seminars from BBI Academy as well as on the job trainings which enable you to gain practical knowledge of the essential factors of bank operations.  This module serves to develop employability skills with particular emphasis on the following: 1. Communication Skills (DTA) 2. Teamwork (D) 3. Organisation and Planning (D,T,A) 4. Self Awareness (D) 5. Initiative (D,T,A) | | | | | | | | | |
| **Indicative content** | Total duration of the internship I is 5 working days as follows:   1. Advanced course on Islamic banking principles as implemented in BBI 2. Accounting in banks 3. On the job training in the Financial Control Department 4. On the job training in the Financial Control Department 5. Retail Islamic banking products and services as implemented in BBI 6. On the job training in the Retail Financial Analysis Division7. 7. On the job training in the Retail Financial Analysis Division | | | | | | | | | |
| **Learning outcomes** | 1. Gain practical knowledge of the theoretical Islamic banking principles taught in the academic setting 2. Generate a better understanding of Islamic banking principles and products. | | | | | | | | | |
| **Learning and teaching strategy**  **(200 words max)** | This module consists of seminars from BBI Academy which you will attend and learn more about Islamic banking principles and products. In addition, during the professional practice you will receive job trainings for 40 hours which will provide you with practical knowledge on the most important segments of bank operations. | | | | | | | | | |
| **Learning and teaching methods**  ***(any ‘scheduled’ categories, refers to class contact time – ensure this is realistic as audits for QAA will be tested) ???*** | **Method** | | | | | **KIS category** | | **Hours per module** | | |
| Practical | | | | | Scheduled | | 40 | | |
| Seminars | | | | | Scheduled | | 10 | | |
| Guided independent Learning | | | | | Independent | | 70 | | |
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| **Total** | | | | | | | 120 | | |
| **KIS summary**  **(learning and teaching)** |  | | | % | | | | | | |
| Scheduled | | | 8.3 | | | | | | |
| Independent | | | 58.4 | | | | | | |
| Placement | | | 33.3 | | | | | | |
| **Formative assessment strategy**  **(200 words max|)??** | Formative assessment strategy for this module consists of various methods such as:  In-class seminar activities: the use of discussion-problem approach sessions and case studies based on the real life practice of Islamic bank in Bosnia will consolidate and develop underpinning knowledge, providing opportunities for better understanding of Islamic banking practice.  Practical work: during practical work in BBI you will get opportunity to merge theory and practice of Islamic banking and to see how some models and principles are applied in business practice of one bank. | | | | | | | | | |
| **Summative assessment strategy**  **(brief)??** | One method of summative assessments have been designed for this module: Final tutors report  This report explains the student’s achievements on the Internship. The report is based on the supervisors’ (professional in the bank) opinion on the student’s achievements during his practical work in the bank. | | | | | | | | | |
| **Summative assessment** | **Item** | **Final item?**  **Y/N** | **Method** | | **KIS category** | | **Description** | | **LO**  **number** | **Weighting**  **%** |
|  | Y | Practical | |  | | Tutor report | |  | 100 |
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| **KIS Summary (assessment)** |  | | | % | | | | | | |
| Tutor Report | | | 100 | | | | | | |
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| **Feedback on assessment** | ***Formative:*** Feedback given during the practical work and seminars where Formative Assessment is conducted.  ***Summative***: Maximum of 3 weeks. | | | | | | | | | |
| **Module pass mark** | 50% | | | | | | | | | |
| **Indicative reading list and other learning resources** | 1. AAOIFI (2010). *Accounting, auditing and governance standards for Islamic financial institutions*. 2. M. Kabir H. and Mervyn K. L. (2007). *Handbook of Islamic banking*. Cheltenham: Edward Elgar 3. Ayub, M. (2007): Understanding Islamic finance. UK:John Wiley and Sons. | | | | | | | | | |
| **Module in use from** | Sep 2013 | | | | | | | | | |