

**TED University**  
**Department of Industrial Engineering**  
**IE 399 – Summer Practice I**  
**Fall 2016**

*Course Description*

Minimum 20 consecutive working days of practice in a manufacturing system. Observation and system analysis.

*Credits*

(1+0+0) 1 TEDU Credits, 2 ECTS Credits

*Pre-requisites*

IE 212

*Course Objectives*

This course aims to equip the students with professional experience in an industrial setting.

*Learning Outcomes*

Upon successful completion of this course, a student will be able to

1. Analyze and interpret the workings of a production system
2. Appreciate the importance of professional and ethical responsibility
3. Demonstrate effective communication skills
4. Recognize the need for, and have an ability to engage in life-long learning

*Instructor*

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*Assistant*

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*Course Schedule*

Wednesday (G212)      13:00 – 13:50

*Important Dates*

Report submission (both **hard** and **soft** copies): Due by Oct 27, 17:00  
Oral presentations: TBA

*Course Management System*

Moodle (<http://moodle.tedu.edu.tr/>) All announcements and course related materials will be posted on Moodle course page.

*Planned Learning Activities and Teaching Methods*

Telling / Explaining  
Discussion / Debate  
Questioning  
Observation

### Grading

Students who receive at least a score of 3 from each of Questions 1.a, 1.b, and 1.c of *Student Evaluation by Company Supervisor* (SE) complete their summer training successfully. Students who fail to do so are considered as “Unsuccessful by SE” and receive F letter grade at the end of the semester. Such students are not required to submit a report or make oral presentations. Students who are “Successful by SE” are eligible to submit their summer training report and make an oral presentation of their summer training experience. *IE399 Summer Training Report* (STR) and *Oral Presentation* (OP) are marked out of 100 according to the pre-specified guidelines (<http://ie.tedu.edu.tr/en/ie/ie399-summer-training-report-content>). 70% of the STR grade and 30% of the OP grade constitute the overall end-of-semester grade. STR of each student will also be evaluated based on its format and style. A student who fails to receive at least 3 points from the format and style rubric (<http://ie.tedu.edu.tr/en/ie/ie-summer-practice-assessment-guideline>) are considered as “Unsuccessful by *Format and Style of the Report* (FSR)” and receives F letter grade regardless of the grade that s/he receives from STR and OP.

Students who are Unsuccessful by SE or FSR receive F letter grade. The following rubric applies to all "Successful" students:

Overall End-of-Semester Grade	Letter Received
0 – 49	F
50 – 59	DD
60 – 69	DC
70 – 74	CC
75 – 79	CB
80 - 84	BB
85 – 89	BA
90 – 100	AA

### Late Submission

Late submissions will not be graded and the student will receive F letter grade.

### Estimated Student Workload

Report 40 hrs  
Presentation 10 hrs  
Total estimated workload is 50 hours.

### Misconduct in class and exams

"All of the following are considered plagiarism: turning in someone else's work as your own, copying words or ideas from someone else without giving credit, failing to put a quotation in quotation marks, giving incorrect information about the source of a quotation, changing words but copying the sentence structure of a source without giving credit, copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not" ([www.plagiarism.org](http://www.plagiarism.org))

Plagiarism is a very serious offense and will be penalized accordingly by the university disciplinary committee. The best way to avoid accidentally plagiarizing is to work on your own before you ask for the help of other resources.

Cheating has a very broad description which can be summarized as "acting dishonestly". Some of the things that can be considered as cheating are the following: copying answers on exams, quizzes and assignments, using prohibited material on exams, lying to gain any type of advantage in class, providing false, modified or forged data in a report, plagiarizing, modifying graded material to be re-

graded, causing harm to colleagues by distributing false information about an exam, homework or lab. Cheating is a very serious offense and will be penalized accordingly by the university disciplinary committee.