



UNIVERSITY OF SARAJEVO – FACULTY OF SCIENCE  
SUBJECT DESCRIPTION

Form SP2

Page 1 of 2

<b>Subject code:</b> T-401.4-3	<b>Subject name: Tourism Practicum</b>		
<b>Study cycle:</b> I	<b>Year:</b> IV	<b>Semester:</b> VII	<b>ECTS credits:</b> 2
<b>Status:</b> Optional		<b>Contact hours:</b> 30 Lectures: 15 Exercises: 15	
<b>Assigned professors and assistants:</b>			
<b>Prerequisites:</b>	/		
<b>Subject objectives:</b>	Preparing students for independent entry into the labor market in tourism. Training for work in travel agencies and hotels.		
<b>Teaching units:</b>	<ol style="list-style-type: none"> <li>1. The concept and theory of tourism mediation</li> <li>2. Organizational business practice in travel agencies</li> <li>3. Organization and formation of tourism arrangements</li> <li>4. Tasks, jobs and functions of travel agencies</li> <li>5. Documents in travel agencies</li> <li>6. Organization of business in hotels and modern hotel classification</li> <li>7. Using the Internet and creating info materials in travel agencies, communities and hotels</li> <li>8. First test</li> <li>9. Tourism arrangements sale; connection between travel agencies and hotels</li> <li>10. Inbound and outbound tourism</li> <li>11. Analysis of online tourism supply in selected study cases</li> <li>12. Airline tickets sale and online reservation system</li> <li>13. Engagement and work of a tourist guide</li> <li>14. and 15. Presentation of student projects</li> </ol>		
<b>Learning outcomes:</b>	<p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>• Connect the teaching process with acquired knowledge, skills and experience</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>• Assess the good organization of travel agencies</li> <li>• Create a tourism supply according to the potential targeted tourists</li> </ul> <p><b>Competencies:</b></p> <ul style="list-style-type: none"> <li>• Compile and apply positive examples that offered on</li> </ul>		



	<p>the market</p> <ul style="list-style-type: none"> <li>Quality visualization of concrete tourism project / supply</li> </ul>																																																	
<b>Teaching methods:</b>	Multimedia presentation and discussion (lectures); practical work, educational material analysis and discussion (exercises).																																																	
<b>Knowledge testing methods with grading structure<sup>1</sup>:</b>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2"></th> <th colspan="2" style="text-align: right;"><i>Points</i></th> </tr> </thead> <tbody> <tr> <td>Attendance</td> <td></td> <td style="text-align: right;">5</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Participation on lectures</td> <td></td> <td style="text-align: right;">5</td> <td style="text-align: right;">2</td> </tr> <tr> <td>Tests</td> <td></td> <td style="text-align: right;">30</td> <td style="text-align: right;">16</td> </tr> <tr> <td>Seminar paper</td> <td></td> <td style="text-align: right;">30</td> <td style="text-align: right;">16</td> </tr> <tr> <td>Final exam</td> <td></td> <td style="text-align: right;">30</td> <td style="text-align: right;">18</td> </tr> <tr> <td colspan="2"><b>TOTAL</b></td> <td style="text-align: right;"><b>100</b></td> <td style="text-align: right;"><b>55</b></td> </tr> </tbody> </table> <p><b>Assessment:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><i>Grade</i></th> <th style="text-align: left;"><i>ECTS grade</i></th> <th style="text-align: left;"><i>Points scale</i></th> </tr> </thead> <tbody> <tr> <td>10</td> <td>(A) excellent</td> <td>95 - 100</td> </tr> <tr> <td>9</td> <td>(B) very good</td> <td>85 - 94</td> </tr> <tr> <td>8</td> <td>(C) good</td> <td>75 - 84</td> </tr> <tr> <td>7</td> <td>(D) satisfactory</td> <td>66 - 74</td> </tr> <tr> <td>6</td> <td>(E) sufficient</td> <td>55 - 64</td> </tr> <tr> <td>5</td> <td>(F, FX) insufficient</td> <td>55</td> </tr> </tbody> </table>			<i>Points</i>		Attendance		5	3	Participation on lectures		5	2	Tests		30	16	Seminar paper		30	16	Final exam		30	18	<b>TOTAL</b>		<b>100</b>	<b>55</b>	<i>Grade</i>	<i>ECTS grade</i>	<i>Points scale</i>	10	(A) excellent	95 - 100	9	(B) very good	85 - 94	8	(C) good	75 - 84	7	(D) satisfactory	66 - 74	6	(E) sufficient	55 - 64	5	(F, FX) insufficient	55
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<b>Literature<sup>2</sup>:</b>	<p><b>Mandatory:</b></p> <ul style="list-style-type: none"> <li>Vukonić B., 2003.: Turističke agencije, Zagreb: Mikrorad.</li> <li>Lomine L., Edmunds J., 2007.: Key concepts in tourism. Palgrave Key Concepts, Kent: Red Globe Press</li> <li>Bakić O., 2005.: Marketing u turizmu. Beograd: Čigoja.</li> <li>Unković S., Čaić K., Bakić O., 2002.: Savremena kretanja na turističkom tržištu, Beograd: Ekonomski fakultet.</li> </ul> <p><b>Recommended:</b></p> <ul style="list-style-type: none"> <li>Jadrešić V., 2001.: Turizam. Zagreb: Školska knjiga</li> </ul>																																																	

<sup>1</sup> The structure of points and point criteria for each subject is determined by the Council of the organizational unit before the beginning of the academic year in which the subject is taught in accordance with Article 64, paragraph 6 of the Law on Higher Education of Sarajevo Canton

<sup>2</sup> The Senate of the higher education institution as an institution or a council of the organizational unit of the higher education institution as a public institution determines mandatory and recommended textbooks and manuals, as well as other recommended literature on the basis of which exams are prepared by a special act which is required to be published on its website before the beginning of the academic year in accordance with Article 56, paragraph 3 of the Law on Higher Education of the Sarajevo Canton.