

Study Regulation

English Version*

for the post-graduate Master's program

“Vocational Education and Personnel Capacity Building”

at the Technical University Dresden

from 8th July 2008, finally modified by resolution of the “Board of the Faculty”
„Educational Sciences“ from 2nd December 2009.

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*This translation is based on the German version of the present “Study Regulation” which respects the current adaptation to the “Law of Higher Education in the free State of Saxony” (Anpassung SächsHSG)

§ 1 Scope of relevance

(1) Within the framework of the “Higher Education Laws of Saxony” and the “Examination Regulation”, this guidelines regulates the objectives, contents, structure and sequence of studies for the master study program “ Vocational Education and Personnel Capacity Building” in the Technical University Dresden.

§ 2 Objectives of the study

(1) The master study program “Vocational Education and Personnel Capacity Building” is build upon a higher education certificate in domains of science and engineering, business administration and economics or educational sciences. It is focused towards the acquisition of both scientific and technical professional competence in the area of initial and continuous vocational education and training as well as in areas of human resource development. The essential action fields are:

1. Teaching duties in initial and continuous vocational education and training;
2. Administrative duties in institutions of initial and continuous vocational education;
3. Administrative duties, development and implementation tasks in projects of initial and continuous vocational education
4. Administrative duties, development and implementation tasks in the area of teacher education and training related to the vocational education sector;
5. Research activities in initial and continuous vocational education and training as well as in adult education.

(2) The master study program expands and intensifies existing knowledge and experience in the domains of project planning, curriculum development, instructional design and evaluation of vocational education and andragogy as well as human resource development according to varying country contexts.

(3) The objective of the program is to enable a graduate to gain skills to integrate principles and functions of the vocational education and training system within the structure of the society in combination with measures and projects of initial and continuous vocational education and training. Moreover, it is directed to transfer knowledge to plan and design initial and continuous training processes.

(4). The training enables graduates to work in initial and continuous education institutions, universities and research institutes, administration, planning and consultancy offices, human resources and education departments in enterprises and in national and international organisations, which are engaged in capacity building on national or regional level.

§3 Admission requirements

- (1) Persons eligible for enrolment need to present both a certificate attesting the completion of higher education studies recognised in the German Higher Education and an evidence for at least one year working experience in one area related to the field of study.
- (2) If the studies are partly or completely carried out abroad - as a regular study program of at the TU Dresden but in cooperation with acknowledged foreign universities - the applicants have to show evidence on sufficient proficiency of the English language. Eligible are the following: IELTS, level 6; TOEFL 80 points or other official acknowledged language certificates of the mother countries.
- (3) Based on a written application of the applicant the "Registrations Office" takes the decision on approval in consultation with the responsible "Examination Committee".
- (4) The registration formalities and conditions are regulated by the registration regulations of the Technical University Dresden.

§4 Begin of study and duration

- (1) The studies commence every winter semester.
- (2) The regular study duration is set to four semesters (two years) and includes direct studies with presence of the student, self study, supervised pedagogical internship phases, the delivery of the "Master's Thesis" and the colloquium.

§5 Forms of teaching and learning

- (1) The structure of the syllabus is modular. The teaching contents within each individual module are delivered and consolidated by lectures, seminars, practical exercises, tutorials and internships.
- (2) Lectures are being held to introduce the subject matter of the module. Seminars are being conducted to enable the students to inform themselves on the basis of available technical literature or other materials about a selected theme or problem area, to analyse and present results, to communicate in groups and/or to present results in writing. Exercises and tutorials serve to consolidate the teaching matter being taught in particular sub-domains. Internships enable the students to analyse the design of initial and continuous vocational education and training and facilitate the empirical research within the framework of their "Master's Thesis".

(3) These direct study activities (seminars in presence of the student) are being complemented by individual self-studies, e.g. to prepare and consolidate lessons, to work with projects and case studies, to prepare for examinations as well as to perform individual research work.

§6

Structure and implementation of studies

(1) The study programme shows a modular structure. The courses are being distributed over a time span of three semesters. During the fourth's semester the "Master's Thesis" has to be elaborated.

(2) The study program comprises 9 compulsory modules, 3 to 4 optional modules, phases of vocational educational internship and field research and finally the "Master's Thesis" including the colloquium. The optional modules enable students to get insight in several selected areas of specialisation and are being credited with 16 credits points.

(3) Detail information about objectives and contents, applied teaching and learning forms, prerequisites, applicability, frequency, study loads as well as the duration of each module is being presented in the "Module Specifications" (binding descriptions of modules - appendix 2)

(4) The language of instruction of the entire program is German. If the studies are partly or completely carried out abroad - as a regular study program of at the TU Dresden but in cooperation with acknowledged foreign universities - the language of instruction for the course is English. In such a case the teaching program can also be carried out in the respective national language, provided it is fixed both within the agreement of cooperation and it is announced in the study offer in the respective foreign country.

(5) The reasonable division and sequence of modules within the different semesters respecting the intended completion of the studies within the regular study period as well as the kind and scope of teaching sessions is being presented in the "Study Schedule" (module - semester-sequence table - appendix 1)

(6) The offers of the optional modules as well as the "Study Schedule" are eligible to be modified upon proposal of the "Study Commission" by the "Faculty's Advisory Board". The current offers of optional modules are being published by the faculty at the beginning of each semester. The modified "Study Schedule" is valid only for those students, who received the information in due time at the beginning of the semester. Decisions on exceptions are being made by the "Examination Committee".

§ 7 Content of studies

(1) This Master's study program "Vocational Education and Personal Capacity Building" emphasizes a particular application-orientation of study contents.

(2) During the first semester foundations are set to distinguish historical and societal inter-relationships between occupation and education as well as both the design of teaching- and learning processes and management processes within the initial and continuous vocational education and training. The focus includes a conceptual terminology-system of sub-disciplines in vocational pedagogy as well as psychology as a foundation for the building of theories. The first semester concludes with an internship within a vocational education institution related to vocational pedagogy.

(3) The second semester follows a stronger application-orientation orientation. Both occupational and andragogical approaches are related to typical occupational and andragogical action fields. Didactic concepts of the initial and continuing vocational education are applied for designing target-group related teaching- and learning processes. Problems in education management are also discussed based on scientific theories and their analyses.

(4) Moreover during the second semester, foundations are set to analyse production and service structures from a historical and systematic point of view to enable comprehension in terms of research, production and education.

(5) During the third semester the social sciences constitute the major focus. Both hermeneutic as well as empirical research-methods are applied. The analysis of production and service is realized towards the identification of relevant educational characteristics and the derivation of structural, curricular and methodical consequences for vocational education.

(6) Furthermore during the third semester, students can select among several optional modules according to their vocational orientation. These are related to areas of human resource development, the design of communicative processes, quality management within the educational sector, subject-specific design of teaching- and learning processes in vocational education and also the design and application of modern learning-media in vocational education.

The third semester is concluded by a field-research internship. Students have to generate a database applicable as an information base for their "Master's Thesis" related to a complex vocational pedagogically statement of a problem through application of relevant methods of social science.

(7) The fourth semester concludes with a field-research internship and leads to the complex elaboration of the "Master's Thesis". Students elaborate it independently and are encouraged to arrange individual consultations as well as prepare themselves for the public defence. Thus, the colloquium takes place at the end of the fourth semester.

(8) Details on the course contents of the individual modules are set in the "Module Specifications" (appendix 2).

§ 8

Evaluation (credit points)

(1) The ECTS- credit point system is used to document the average workload of the students in line with their individual study progress. One credit point covers a student's workload of about 30 hours. In general, 60 credit points are covered per year, i.e. 30 per Semester. In total, 120 credit points can be earned as displayed in the module specification through the types and range of study measures, respecting performance results both during the direct study and by examinations, the self study, the writing of the "Master's Thesis" and the colloquium.

(2) Credit points are acquired in principal after a stated success on the corresponding module examination. Paragraph § 28 of the examination regulations is not affected by it. The "Module Specifications" (ref. appendix 2) indicate the number of credit points to be earned per module with respect to certain presuppositions.

§9

Study-counselling

(1) General study-counselling is provided by the "Central Student Advisory and Counselling Department" of the TU Dresden and includes advisory service on study opportunities, registration modalities and general student affairs. The accompanying technical study-counselling is reserved by the "Institute of Vocational Pedagogy". The technical study-counselling supports students especially in terms of study arrangements.

(2) At the beginning of the third semester those students are obliged to attend a technical study-counselling arrangement who did not show the performance record as an evidence of success in examinations.

§10

Modification of "Module Specifications"

(1) "Module specifications" are eligible to be modified by a simplified process to enable quick reactions on changing requirements and to optimise the organisation of studies. Exclusions are the "module's title", "contents" and the "objectives of qualification", "forms of teaching", "prerequisites for the acquisition of credit points" and "credit points and marks".

(2) On proposal by the "Study Commission" the "Faculty's Advisory Council" decides on the modification by a simplified process. The modifications have to be published by the faculty as usual.

§ 11

Taking into effect and publication

This "Study Regulation" is taken into effect at the ... and is publicised by the Technical University Dresden.

The official copy is issued with respect to the decision of the “Senate of the Technical University Dresden”, from ... and with approval from the “Academic Council”.

Dresden, the.....

The President of the
Technische Universität Dresden

Prof. Dr. H. Kokenge

Annex 1

Study Schedule

(module-semester-sequence table)

No.	Module Name	1. Semester	2. Semester	3. Semester	4. Semester	CP
		L/E/S/I/T/V	L/E/S/I/T/V	L/E/S/I/T/V	L/E/S/I/T/V	
	Compulsory Modules					
M1	The foundation of vocational education & adult education	4/0/0/0/2/0,5 ET	3/0/1/0/0/0 ET			10
M2	Designing of learning and teaching processes	2/0/4/0/2/0 ET	2/0/2/0/0/0 ET			10
M3	Management Processes	2/0/2/0/0/0 ET	2/0/2/0/0/0 ET			10
M4	Psychology of Learning	2/0/2/0/0/0 ET				6
M5	Analysis of Research, Production and Education		0/0/4/0/0/1 ET	0/0/4/0/0/0 ET		10
M6	Projection of Education Systems		1/0/2/0/0/0 ET	1/0/2/0/0/0 ET		10
M7	Scientific Work		1/0/3/0/0/0 ET			6
M8	Vocational Education Internship	0/0/0,2/0/0/0 4 Weeks Internship - ET				6
M9	Field Research Internship			0/0/0/0/0/0 4 Weeks Internship - ET		6
	Optional Modules					
M10	Human Resource Development			2/0/3/0/0/0* ET		8
M11	Designing Communication Processes			1/1/1/0/0/0* ET		4
M12	Quality Management Systems			0/0/4/0/0/0* ET		4
M13	Subject Related Didactics			1/0/2/0/0/0* ET		4
M14	Educational Technology			1/0/3/0/0/0* ET		4
					Master Thesis Defence Colloquium	30
Total Hours per Semester		22,7	24	18 - 22		68,7
Total Credit Points (CP)		30	29	31	30	120

*3-4 Optional Modules have to be selected to achieve 16 CP

CP Credit Points
L Lecture
E Exercise

S Seminar
I Internship
T Tutorial

V Visit (Excursion)
ET Exam/Test

Annex 2

Module Specifications

(binding descriptions of modules)

Module Number	Module Title	Responsible Lecturer
M1	The foundation of vocational education & adult education	Prof. Dr. Wiesner
Objectives of qualification and brief description of contents	<p>Students recognize the historical and societal interrelationships of occupation and education and develop their reflective skills with regard to categories of vocational education and cognition on socialization theory. Students acquire the competence to assess, evaluate and judge results under pedagogical and vocational-ethically aspects.</p> <p>Students possess knowledge on structures and institutions of initial and continuous vocational education and training including their historical development and with respect to legal frameworks. Based on their fundamental insight and experience in their occupational fields they create and evaluate the interconnectedness of both different occupational and andragogical theoretically concepts.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (7 hours per week) - Seminars (1 hour per week) - Tutorials (2 hours per week) - Excursion (0,5 hours per week) 	
Preconditions of participation	<p><u>Reference:</u></p> <ul style="list-style-type: none"> - (Author:) Faulstich, P./Zeuner, Ch. (1999): Erwachsenenbildung. Weinheim u. München; - (Author:) Greinert, W.-D. (1995): The dual system of vocational education and training. 	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 written exam (Foundation of Adult Education, Systematic and Historical Vocational Education – 180 min.) - 1 written exam (Vocational Socialisation – 90 min.) - 1 term paper (andragogy – 10 hr) - 1 term paper (controlling, organisation and financing – 40 hr) 	
Credit points and marks	<p>10 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by both the written exams.</p>	
Frequency of the module	This module is offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 300 hours.	
Duration of the module	The module comprises two semesters.	

Module Number	Module Title	Responsible Lecturer
M2	Designing of learning and teaching processes	Prof. Dr. Hortsch
Objectives of qualification and brief description of contents	Students design teaching and learning processes in initial and continuous vocational education and training for specific target groups by taking the existing condition into consideration and use different media. Planning, execution, analysis and evaluation of above mentioned processes are to be included.	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (4 hours per week) - Seminars (6 hours per week) - Tutorials (2 hours per week) 	
Preconditions of participation	Basic knowledge for the development of vocational learning situations. <u>Reference:</u> - Aebli, H (1994).: Zwölf Grundformen des Lehrens. - Lipsmeier; Arnold; Ott (1998): Berufspädagogik kompakt.	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“. Competencies of this modules are prerequisites for Module 6 (Analysis of Research-Production-Education) and Module 13 (Subject related Didactics)	
Prerequisites for acquisition of credit points	Credit points are acquired after successful passing the examination of the module. The examination comprises following components: <ul style="list-style-type: none"> - 1 oral test (30 min.) - 1 project work (didactics of media - 30 h) - 1 project work (didactics of adult education – 30 h) 	
Credit points and marks	10 credit points can be acquired by this module. The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by the oral test.	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 300 hours.	
Duration of the module	The module comprises two semesters.	

Module Number	Module Title	Responsible Lecturer
M3	Management processes	Prof. Dr. Wiesner
Objectives of qualification and brief description of contents	Students are equipped with basic knowledge on duties and processes of planning, leadership, organisation and evaluation of training institutions and projects. Based on theoretical reasons, they are able to design approaches for solutions of problems of educational management by selecting and using appropriate instruments. They are able to create the relationships between vocational, andragogical and entrepreneurial-economical point of views.	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (4 hours per week) - Seminars (4 hours per week) 	
Preconditions of participation	<u>Reference:</u> <ul style="list-style-type: none"> - Merk, R. (1998): Weiterbildungsmanagement. - Balli, Ch. / Krekel, E. / Sauter, E. (Hrsg.)(2004): Qualitätsentwicklung in der Weiterbildung – Wo steht die Praxis? 	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“. Competencies of this module are prerequisites for Module 12 (Quality Management Systems)	
Prerequisites for acquisition of credit points	Credit points are acquired after successful passing the examination of the module. The examination comprises following components: <ul style="list-style-type: none"> - 1 oral test (30 min.) - 1 project work (project draft + finance plan - 25 h) - 1 term paper (HR-Management / Quality Development - 65 h) 	
Credit points and marks	10 credit points can be acquired by this module. The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a triple weight of the results achieved by the oral test.	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 300 hours.	
Duration of the module	The module comprises two semesters.	

Module Number	Module Title	Responsible Lecturer
M4	Psychology of Learning	Prof. Dr. Körndle
Objectives of qualification and brief description of contents	<p>Students are able to apply their knowledge in the area of learning and personnel psychology for the context of Vocational Education and Capacity Building.</p> <p>They systematically acquire the knowledge in the above mentioned areas by dealing with the following themes:</p> <ul style="list-style-type: none"> - Fundamentals of psychology of learning and teaching - Working and organisational psychology (leadership, motivation, regulation of actions, stress, cognitive ergonomics) 	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (2 hours per week) - Seminars (2 hours per week) 	
Preconditions of participation	<p>Basic knowledge in designing of teaching and learning processes in vocational education;</p> <ul style="list-style-type: none"> - Langfeld, H.D. (2005): Psychologie für die Schule - Mietzel, G. (1998): Pädagogische Psychologie des Lernens und Lehrens - Steiner, G. (2001): Lernen. 20 Szenarien aus dem Alltag - see also http://studierplatz2000.tu-dresden.de 	
Applicability of the module	<p>This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.</p> <p>Competencies of this modules are prerequisites for Module 13 (Subject-related Didactics)</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 oral test (30 min.) - 1 project work or 1 term paper (30 h) 	
Credit points and marks	<p>6 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by the oral test.</p>	
Frequency of the module	<p>This module will be offered annually and commences in the winter semester.</p>	
Work load	<p>The total amount of student's study load consists of 180 hours.</p>	
Duration of the module	<p>The module comprises one semester.</p>	

Module Number	Module Title	Responsible Lecturer
M5	Analysis of Research, Production and Education	Prof. Dr. Hortsch
Objectives of qualification and brief description of contents	<p>Based on knowledge about characteristics of typical production and service-structures students are able to analyse production- and service-processes and their education-related characteristics by applying scientific methods.</p> <p>Thus, on results of the analyses, students derive consequences for the development of initial vocational and continuous education and training on micro-, meso- and macro-level.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Seminars (8 hours per week) - At least 3 excursions (visits of companies) to analyse production- and service structures. 	
Preconditions of participation	<p>Acquired competencies from Module 2 (Designing of teaching and learning processes) of the 1st semester</p> <p><u>Reference:</u> Ortmann, G. (1995): Formen der Produktion.</p>	
Applicability of the module	<p>This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 oral test (30 min.) - 1 term paper (characterization of selected structures of production or an education scenario -25 hrs) - 1 project work (development of a curriculum concept for initial or further training - 30 hrs) - 1 project work (methodological design of employment-oriented vocational training and further education – 30 hrs) 	
Credit points and marks	<p>10 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination.</p>	
Frequency of the module	<p>This module will be offered annually and commences in the summer semester.</p>	
Work load	<p>The total amount of student's study load consists of 300 hours.</p>	
Duration of the module	<p>The module comprises two semesters.</p>	

Module Number	Module Title	Responsible Lecturer
M6	Projection of Education Systems	Prof. Dr. Hortsch
Objectives of qualification and brief description of contents	Students are able to recognize and compare different approaches to curriculum development, and to give reasons for fundamental relationships of distinguished plans of vocational education. Furthermore, they are able to describe problems in the area of vocational education in an international comparison and to exemplarily solve those problems. They are able to plan projects in selected topic areas by using international recognized methods and instruments.	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (2 hours per week) - Seminars (4 hours per week) 	
Preconditions of participation	Reference: (Author, Year of Publication and Title) <ul style="list-style-type: none"> - Schwarze, J. (1994): Netzplantechnik. - Petersen (2002): Handbuch der Unterrichtsplanung. - Moclock; Neumann (1993): Operations Research. 	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.	
Prerequisites for acquisition of credit points	Credit points are acquired after successful passing the examination of the module. The examination comprises following components: <ul style="list-style-type: none"> - 1 written exam (90 min.) - 1 project work for planning of international education projects (45 h) 	
Credit points and marks	10 credit points can be acquired by this module. The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination.	
Frequency of the module	This module will be offered annually and commences in the summer semester.	
Work load	The total amount of student's study load consists of 300 hours.	
Duration of the module	The module comprises two semesters.	

Module Number	Module Title	Responsible Lecturer
M7	Scientific works	Prof. Dr. Köhler
Objectives of qualification and brief description of contents	Students are able <ul style="list-style-type: none"> - to represent the scientific processes of problem solving linguistically and argumentatively in a suitable manner - to apply basic techniques of scientific works (especially scientific research and computer-based text processing) - to successfully work out socio-scientific Exposé by applying empirical research methods 	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (1 hour per week) - Seminars (3 hours per week) 	
Preconditions of participation	Basic knowledge in the area of applying of scientific research methods.	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.	
Prerequisites for acquisition of credit points	Credit points are acquired after successful passing the examination of the module. The examination comprises following components: <ul style="list-style-type: none"> - 1 written exam (90 min.) - 1 term paper (scientific works with terms - 25 hrs) - 1 term paper (techniques and methods of scientific works – 30 hrs) 	
Credit points and marks	6 credit points can be acquired by this module. The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by the written exam.	
Frequency of the module	This module will be offered annually and commences in the summer semester.	
Work load	The total amount of student’s study load consists of 180 hours.	
Duration of the module	The module comprises one semester.	

Module Number	Module Title	Responsible Lecturer
M8	Vocational Education Internship	Dr. Kersten
Objectives of qualification and brief description of contents	<p>Students know the structures and organisation of institutions in initial and continuous vocational education institutions in Germany. They possess overview-knowledge on legal frameworks of vocational education and training.</p> <p>Students are able to analyse, to report and to evaluate teaching and learning processes in initial and continuous vocational education and training in accordance with selected criteria and by taking into consideration the existing conditions.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Lecture (introduction -2 hrs) - Internship (4 weeks) including 20 hours sit-in-classes introduced by an opening session (90 min) 	
Preconditions of participation	<p>Students must have basic knowledge about the structures of vocational education and designing of teaching and learning process in initial and continuous vocational education and training.</p> <p>Reference:</p> <ul style="list-style-type: none"> - Lipsmeier, Arnold, Ott (1998): Berufspädagogik kompakt. - Schelten, A. (2004): Einführung in die Berufspädagogik. - Petersen (2002): Handbuch der Unterrichtsplanung. 	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 report on internship activities (observation protocol) - 1 term paper (analysing of teaching activity in selected aspects – 20 hrs) 	
Credit points and marks	<p>6 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination.</p>	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 180 hours.	
Duration of the module	The module comprises one semester.	

Module Number	Module Title	Responsible Lecturer
M9	Field Research Internship	Prof. Dr. Köhler
Objectives of qualification and brief description of contents	During elaboration of research problems from social sciences students are collecting, evaluating and interpreting data using empirical and hermeneutic methods.	
Forms of teaching	At least 4 weeks internship in the home country related to the scientific research problem.	
Preconditions of participation	Students must possess fundamental knowledge about scientific work and research methods from social sciences, acquired in Module 7.	
Applicability of the module	This module is a compulsory part of the Master Program „Vocational Education and Personnel Capacity Building“.	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 report on internship activities (research protocol) - 1 term paper (applied methods of data collection in the area of research within social sciences) 	
Credit points and marks	<p>6 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination.</p>	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 180 hours.	
Duration of the module	The module comprises one semester.	

Module Number	Module Title	Responsible Lecturer
M10 (opt.)	Human Resource Development	Dr. Helmig
Objectives of qualification and brief description of contents	<p>Students are able to coordinate complex processes of teaching and learning in vocational education and training to support and promote activities in human resource development.</p> <p>They know objectives, duties and functions of human resource development in the context of vocational education and training and their relationships within legal frameworks. Students know instruments for HR-development and apply them objective-directed.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (2 hours per week) - Seminars (3 hours per week) 	
Preconditions of participation	<p>Knowledge in designing of teaching and learning processes in initial and continuous vocational education and training (M2), experiences in the area of human resource development</p> <p>Reference:</p> <ul style="list-style-type: none"> - Berthel; Becker (2003): Personal-Management. Grundzüge für Konzeptionen betrieblicher Personalarbeit - Götz (2002): Personalarbeit der Zukunft. 	
Applicability of the module	<p>This module is a part of the Master Program „Vocational Education and Personnel Capacity Building“.</p> <p>This module is one of 5 optional modules, whereby 3-4 modules of these optional modules are to be selected for 16 credit points</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 written exam (90 min.) - 2 student lectures (presentations) 	
Credit points and marks	<p>8 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by the written exam.</p>	
Frequency of the module	<p>This module will be offered annually and commences in the winter semester.</p>	
Work load	<p>The total amount of student's study load consists of 240 hours.</p>	
Duration of the module	<p>The module comprises one semester.</p>	

Module Number	Module Title	Responsible Lecturer
M11 (opt.)	Designing of Communication Processes	Dr. Kersten
Objectives of qualification and brief description of contents	<p>Students design appropriate, purposeful and target-group-oriented communication processes. Designing of interpersonal communication processes and structuring of information flows in institutions are also included.</p> <p>They are aware of basic psychological models of communication processes, and are able to structure/classify these processes in conjunction with the purpose of communication reasonably.</p> <p>Students are familiar with different models of information management and knowledge management in institutions.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (1 hour per week) - Seminars (1 hour per week) - Exercise (1 hour per week) 	
Preconditions of participation	<p>Basic knowledge in the area of psychology of communication.</p> <p>Reference:</p> <ul style="list-style-type: none"> - Schulz v. Thun, F. (1993): Miteinander reden, Band 1. - Watzlawick, P. (2003): Menschliche Kommunikation. 	
Applicability of the module	<p>This module is a part of the Master Program „Vocational Education and Personnel Capacity Building“.</p> <p>This module is one of 5 optional modules, whereby 3-4 modules of these optional modules are to be selected for 16 credit points</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 oral test (30 min.) 	
Credit points and marks	<p>4 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the result of the oral test.</p>	
Frequency of the module	<p>This module will be offered annually and commences in the winter semester.</p>	
Work load	<p>The total amount of student's study load consists of 240 hours.</p>	
Duration of the module	<p>The module comprises one semester.</p>	

Module Number	Module Title	Responsible Lecturer
M12 (opt.)	Quality Management Systems	Prof. Dr. Wiesner
Objectives of qualification and brief description of contents	Students are able compare different quality management systems based on given criteria and know how to apply them in practice. Being familiar with international approaches, students recognize the relationship of different models within quality development and education systems. Methods of evaluation and evaluation of schools are included.	
Forms of teaching	- Seminars (4 hours per week)	
Preconditions of participation	Competences acquired within Module M3 (Management processes)	
Applicability of the module	This module is a part of the Master Program „Vocational Education and Personnel Capacity Building“. This module is one of 5 optional modules, whereby 3-4 modules of these optional modules are to be selected for 16 credit points	
Prerequisites for acquisition of credit points	Credit points are acquired after successful passing the examination of the module. The examination comprises following components: - 1 oral test (45 min.)	
Credit points and marks	4 credit points can be acquired by this module. The final mark for the module is build upon the result of the oral test.	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 120 hours.	
Duration of the module	The module comprises one semester.	

Module Number	Module Title	Responsible Lecturer
M13 (opt.)	Subject-related Didactics	Prof. Dr. Niethammer
Objectives of qualification and brief description of contents	<p>Students plan and carry out teaching activities in the seminar by applying fundamentals of the teaching and learning process as well as learning psychology.</p> <p>Students implement all fields of action, which are necessary for teaching; and they are aware of its complex interrelationships.</p> <p>Students are aware of criteria for differentiation and structuring of complex subject-matter acquisitions in vocational education. Based on teaching contents and prerequisites of learners, they are able to derive consequences for the methodological designing of learning processes.</p>	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (1 hours per week) - Seminars (2 hours per week) 	
Preconditions of participation	Competencies of Module M2 (Designing of Teaching and Learning Processes) and M4 (Psychology of Learning)	
Applicability of the module	<p>This module is a part of the Master Program „Vocational Education and Personnel Capacity Building“.</p> <p>This module is one of 5 optional modules, whereby 3-4 modules of these optional modules are to be selected for 16 credit points</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 written exam - 1 term paper (comprising 5 concepts of teaching activities – 20 hrs) 	
Credit points and marks	<p>4 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination, respecting a double weight of the results achieved by the written exam.</p>	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 120 hours.	
Duration of the module	The module comprises one semester.	

Module Number	Module Title	Responsible Lecturer
M14 (opt.)	Education Technology	Prof. Dr. Köhler
Objectives of qualification and brief description of contents	<p>Students are able to apply knowledge and methods in the area of education technology, and in the context of vocational education and individual competence development. This includes:</p> <ul style="list-style-type: none"> a) Scenarios for media-based knowledge transfer: Students are able to conceive, design and evaluate scenarios for media-based knowledge transfer; b) Fields of application for education science in initial and continuous education: Students are familiar with functions of Education technology that goes with occupation as well as the personal learning. c) Media design: Students acquire knowledge and abilities on the field of conception, design and implementation of didactic Media. 	
Forms of teaching	<ul style="list-style-type: none"> - Lectures (1 hours per week) - Seminars (3 hours per week). 	
Preconditions of participation	Experiences in the design of teaching and learning processes. (Module M2)	
Applicability of the module	<p>This module is a part of the Master Program „Vocational Education and Personnel Capacity Building“.</p> <p>This module is one of 5 optional modules, whereby 3-4 modules of these optional modules are to be selected for 16 credit points</p>	
Prerequisites for acquisition of credit points	<p>Credit points are acquired after successful passing the examination of the module. The examination comprises following components:</p> <ul style="list-style-type: none"> - 1 oral test (30 min.) - 1 project work in the field of Media Design (45 hrs) 	
Credit points and marks	<p>4 credit points can be acquired by this module.</p> <p>The final mark for the module is build upon the arithmetic mean of marks of all the components of the examination.</p>	
Frequency of the module	This module will be offered annually and commences in the winter semester.	
Work load	The total amount of student's study load consists of 120 hours.	
Duration of the module	The module comprises one semester.	

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