

University	Warsaw School of Tourism and Hospitality Management 2015/2016
Faculty	Tourism and Recreation
Field of study	Dietetics
Specialty	1. Dietetics for the physically active 2. Dietary counseling
Level of study	- Full-time - Part-time
Degree profile	Professional
STUDENT VOCATIONAL INTERNSHIPS PROGRAM	
Legal basis for internships	
<ol style="list-style-type: none"> 1. The Act of 27 July 2005 - Law on Higher Education (Journal of Laws of 2012, item 572, as amended), 2. Order No. 1/09/2014 of the Rector of the Warsaw School of Tourism and Hospitality Management in Warsaw of 1 September 2014 on the introduction of the Terms and Conditions for vocational student internships at the Warsaw School of Tourism and Hospitality Management in Warsaw, 3. Terms and conditions of study at the Warsaw School of Tourism and Hospitality Management in Warsaw, 4. Education program. 	
Type and duration (number of weeks and hours), year / semester of study	
Duration of internship - 390 hours: – 1 st year, 2 nd semester - 90 hours - 3 weeks, – 2 nd year, 3 rd semester - 90 hours - 3 weeks, – 2 nd year, 4 th semester - 60 hours - 2 weeks, – 3 rd year, 5 th semester - 90 hours - 3 weeks, – 3 rd year, 6 th semester - 60 hours - 2 weeks.	
Place (type of institution, department / departments in which the internships will take place)	
<ul style="list-style-type: none"> ✓ mass caterers, ✓ kitchens, food technology facilities, ✓ operators manufacturing ready-to-eat foods, ✓ nutritional counseling, ✓ facilities providing nutrition for children and youth (schools, kindergartens, boarding schools, etc.), ✓ facilities providing nutrition for adults (e.g. social care homes, day-care homes), ✓ sports clubs, fitness centers, ✓ dietary centers, ✓ scientific institutes dealing with dietetics. 	

Goals (broken down by areas, e.g. theoretical knowledge / practical skills / social competences)
<p>Goals in the area of theoretical knowledge:</p> <ul style="list-style-type: none">• knowledge of the general operation principles of catering institutions in the area of preparing and serving dishes;• knowledge of the basic principles of nutrition organization in closed and open-type catering institutions;• knowledge of the conditions of proper conservation and storage of raw materials used in catering, taking into account the quantity and specificity of products / semi-finished products and the plan of storage facilities;• knowledge of the methods of raw material pre-treatment and heat treatment used in food technology, taking into account changes taking place in products;• knowledge of the workplace organization in accordance with the requirements of ergonomics as well as sanitary and hygienic requirements of food production in mass catering and food industry;• knowledge of modern systems ensuring food and nutrition safety;• knowledge of basic machines and devices used in the food and gastronomy industry as well as for the production and processing of food in mass catering institutions;• knowledge of basic methods, techniques, technologies, tools, materials and their practical applications, allowing to use and shape the potential of nature in order to improve the quality of human life;• knowledge of the relationship between the way food is prepared and its nutritional value. <p>Goals in the area of skills:</p> <ul style="list-style-type: none">• ability to identify and analyze phenomena affecting the production and quality of food used in proper nutrition;• ability to select adequate raw materials for the preparation of dishes recommended in dietotherapy and use appropriate preparation techniques;• ability to apply nutritional recommendations and standards in mass catering institutions;• ability to carry out proper assessment of the customer's nutritional needs / preferences and prepare a menu proposal (e.g. vegetarian, Mediterranean cuisine, gluten-free diet);• ability to balance the diet,• ability to develop long-term menus,• ability to adapt menus and diet to a given group;• ability to identify customer's dietary needs and necessary restrictions. <p>Goals in the area of personal and social competences:</p> <ul style="list-style-type: none">• ability to conduct lifelong education ;• taking responsibility for one's own actions;• ability to organize one's own work in the workplace, according to the health and safety rules;• ability to work in a team, assume different roles in it and solve problems related to the implementation of a given task;

- ability to cooperate with the customer;
- sense of responsibility for the advice given;
- respect for the customer;
- ability to adopt an individual approach the customer;
- understanding the customer's needs and problems.

Tasks and duties of students taking part in internships

Student's **task** consists in achieving the assumed goals of the internship in all defined areas in order to obtain specific effects.

Detailed goals broken down by semesters within the allocated number of hours:

2nd Semester:

Initial internship in **mass catering institutions** - 90 hours (3 weeks)

- getting acquainted with the system of supplying a facility with basic raw and essential materials/consumables;
- getting acquainted with the quality standards regarding raw materials and finished products, assessment of the quality of the raw material;
- getting acquainted with the organization of supplies, conditions and period of storage of raw materials and finished products and their impact on food quality;
- getting acquainted with the patterns of production processes (from raw materials to finished products);
- getting acquainted with the quality management systems already implemented or under implementation;
- getting acquainted with the technological equipment of the facility;
- getting acquainted with the principles for unit calculation of finished products;
- getting acquainted with the principles for developing menus.

3rd Semester:

meal preparation technology internship, 90 hours (3 weeks)

- participation in organization and realization of supply of raw materials and food products for dish preparation;
- participation in preparation of dishes;
- getting acquainted with the methods of keeping proper temperature of dishes for consumption;
- participation in dish portioning and serving;
- collection, description and protection of food samples, in accordance with applicable regulations;
- analysis of the quality management system of prepared meals;
- assessment of safety measures used in food production;
- getting acquainted with the principles of meal packaging;
- getting acquainted with the equipment used in meal preparation;
- getting acquainted with the aesthetics of meal serving.

4th Semester:

internship - **diet and nutrition** - 60 hours (2 weeks)

- getting acquainted with the diagnostic methods in the area of food allergy and intolerance;

- getting acquainted with various types of diets, as well as methods for assessing their nutritional value;
- acquiring practical skills in the development of menus and application of specialist diets;
- taking an active part in the assessment of diets and dietary education;
- conducting individual and group dietary education;
- analysis of the possibilities of nutritional support, using available industrial diets;
- commodity analysis of food products, with particular emphasis on functional food (enriched, eliminating, with reduced calorific value);
- ability to adapt the diet to the customer's lifestyle.

Semester 5:

internship in a **facility for children or the elderly** - 90 hours (3 weeks)

- getting acquainted with the methods for assessing the nutritional status of children and / or the elderly;
- getting acquainted with the principles of developing diets (if possible - also participating in the development of diets for children and / or the elderly) taking into account individual requirements;
- participating in serving meals for children and / or the elderly;
- identifying nutritional problems of children / the elderly;
- participating in the development of individual diets;
- assessing the nutritional status of selected patients (at least 3 patients) or groups and registration of their diets;
- analysis of the nutrition department documentation;
- calculating the protein and energy demand and assessing the degree of its coverage with the previously used diet depending on the demand;
- analysis of daily and weekly menus, adapted to the nutritional recommendations and financial possibilities of a given facility.

Semester 6:

internship in a **dietary counseling center** - 60 hours (2 weeks)

- ability to conduct nutrition interviews;
- getting acquainted with the techniques of cooperating with the customer;
- getting acquainted with the methods of assessing the nutritional status of the customer and their eating habits;
- getting acquainted with the principles of setting a diet plan tailored to individual needs and preferences (if possible - also participating in the development of diets);
- participating in nutritional training and their organization;
- participating in the development of individual diets.

Student's **duties** are set out in §7 of the Terms and Conditions of Vocational Student Internships of the Warsaw School of Tourism & Hospitality Management.

The **student** is obliged to:

- 1) attend internships in accordance with the internship program,
- 2) comply with the Company's work order and discipline,
- 3) comply with the safety and fire protection rules,

<ol style="list-style-type: none">4) comply with the rules of professional and state secrecy and protect the confidentiality of data in the scope specified by Company,5) comply with the remaining rules and regulations applicable at the premises of the Company,6) comply with the rules for the realization of vocational internships set by the University.
Conditions and basis for obtaining a credit for internships
<p>Conditions for obtaining credit for internships are defined in §8 of the Terms and Conditions of Vocational Student Internships of the Warsaw School of Tourism & Hospitality Management.</p> <ol style="list-style-type: none">1. Obtaining credit for internships is subject to the following conditions:<ol style="list-style-type: none">1) completion of internships within the set deadline;2) obtaining knowledge, skills and competences specified in the syllabus and referring to the internship program;3) submission of the Contract on the organization of internships;4) submission of the document confirming realization of internships;5) submission of a Daily Report of vocational student internships;6) obtaining a positive decision of the Faculty Supervisor of Vocational Student Internships on successful completion of the internships.
Regulations regarding an alternative mode of completing internships, failing to complete internships, dismissal from internships
<ol style="list-style-type: none">1. Terms and Conditions of Vocational Student Internships of the Warsaw School of Tourism & Hospitality Management in Warsaw - §8 <i>Conditions for obtaining credit for internships</i>,2. Resolution No. 59 / NK / 2014 of the Senate of the Warsaw School of Tourism & Hospitality Management in Warsaw of 9 October 2014 on defining the conditions for exempting students from obligatory vocational internships.