General Information

The study plan of the Master in Computer Science includes 6 credits dedicated to "Other knowledge useful for the integration into the labour market" and "Educational internship". This Moodle describes the different activities that allow to acquire such credits.

Faculty members responsible for "Other Training Activities": Davide Bresolin, Giovanni Da San Martino

How to obtain "Other Training Activities" credits

1. Read the rules for obtaining the credits in English or Italian
2. Check the boxes below, each one of them describes one type of activity. You can also see some slides we used in the introductory meeting (see right below)
3. Either plan your own activity or check the "Announcements of New Activities" for the ones currently available.
4. Once you decided on your next activity, click on "Activity Management: Proposal and Acceptance" below to **add your proposal**. Follow the instructions therein and the ones in the box corresponding to your activity below.
5. If your activity needs approval, you can check its status at "Activity Management: Proposal and Acceptance" => "View List". Moreover, on the same page check if we added comments.
6. Once your activity has finished, go to "Activity Management: Proposal and Acceptance" => "View List" and modify the corresponding entry (fields "Information for evaluating the activity", "Proof of completion") according to the instructions in the page and in the box corresponding to your activity below. For all activities, you need to set the field "Activity Performed" to "Yes".
7. Once we positively evaluated the proposal (check if we added comments), we will grade it with the CFU earned. You can check it "Activity Management: Proposal and Acceptance" => "View Single" or on your gradebook.
8. Once you have earned 6 CFU, you can register them as the two courses "Other knowledge useful for the integration into the labour market" and "Educational internship" provided that you have an approved study plan and you are at the second year of study

Slides of the "Other Training Activities" presentation meeting

Recording of "Other Training Activities" presentation meeting - 29-11-2021 (the content of the 2022 meeting was the same)

Examples of accepted and not accepted activities

Still have doubts? Check this forum for answers or ask your own questions

*** Announcements of New Activities ***

Activity Management: Proposal and Acceptance

Courses

Overview of the startup world (Startup Lab) - 1 CFU | Webmail | Uniweb

A "crash course" about the dynamics of management of innovative companies and of technological and knowledge transfer. The course is offered by professionals working for start-up incubators partners of the Master's degree. The course is for both first and second year students. Attendance to all classes is needed to obtain 1 CFU.

2022/23 Edition (Startup Lab):

The course will be given by a marketing and strategy consultant of the incubator StartCube.

An intensive program to discover the startup world from the ground up. In Startup Lab the students will learn the terminology of the startup world, experience real case studies and be protagonist of an activity of lean startup machine:

Schedule (the course will be in presence):
- **February 23, 2023:** 10:00-13:00 and 14:00-17:00, room LUF1 in via Luzzatti
- **February 24, 2023:** 10:00-13:00, room 2AB45, in Torre Archimede

We will use the OrariUnipd app to track your attendance, make sure you have the app installed in your smartphone. You can find information on how to install and use the OrariUnipd app on the website https://www.unipd.it/en/orariunipd"

Startup LAB - Start Cube - Slides of 2021/22 Edition

ICT Challenges for Startup - 1 CFU

The activity consists in attending meetings and seminars about "ICT challenges for start-up" (1 CFU) held by professionals from the startup world, and then presenting a short research project. Details and schedule of the events will be available here and in the "Latest News section" section of the Master's degree website.

Calendar of the seminars

The seminars will be held throughout the academic year, approximately one per month. The seminars are visible as events of "Other Training Activities".

Rules for obtaining the CFU

Slide of previous seminars

Media Gallery - Recordings of previous seminars

Course "Advanced Topics in Computer Science" - 2-4 CFU

This year the course Advanced Topics in Computer Science has **three modules**. You can attend and pass the exam of 1 or 2 modules for 2 or 4 CFU. However, if you plan to attend all three modules, the exam will be registered as the course "Advanced Topics in Computer Science", therefore the credits cannot be earned as "Other Training Activities" as well.
See the Moodle page of the course for details on the content of the course.

Short course on "Simulation Models for Physics of Matter" - February - May 2023

The "Simulation Models for Physics of Matter" course is divided into 5 meetings of two hours each - held in person or online - for a total of 10 hours corresponding to 1 University Training Credit. The topics presented range from the introduction to atomic and nuclear physics, with a part dedicated to the Standard Model of Particles, to the practical aspects of programming the two leading simulation software for the interaction between particles

and matter: Gean4 and Fluka. The speakers of the course are Fabio Fracas, physicist and Scientific Collaborations Manager of Transmutex, and Federico Carminati, physicist, Chief Technical Officer of Transmutex, and one of the original developers of Gean4.

The lessons will be held from 16:30 to 18:30 - Room 1BC50, with the following schedule:

- 27 Feb '23 Atomic Physics
- 28 Mar '23 Nuclear Physics
- 12 Apr '23 Standard Model of the Parcle Physics
- 2 May '23 Monte Carlo Method, Applied to Physics of Matter
- 17 May '23 Major Sowares for Physics of Matter

Please contact Nicolò Navarin (nnavarin@math.unipd.it) for any questions on the course

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[Simulation Models for Physics of Matter - Course Leaflet](#)

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - you can leave the fields "Activity Proposal Detail" and "Documents for Approval" empty.
  - you can start the activity before the approval.
- After the activity has been performed
  - compile the field "Information for evaluating the activity" if
    - you attended the seminars "**ICT Challenges for Start up**", specifying which ones.
    - you passed one or more modules of the course "**Advanced Topics in Computer Science**", specifying which one(s)
  - field "Proof of activity completion"
    - If you attended the seminars "**ICT Challenges for Start up**", upload your research project

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⌄ Certificate of knowledge of a foreign language - 2 CFU per level

Certificate of knowledge of a foreign language *other than English*. The certification needs to be acquired at the University of Padova, for example by attending the courses offered by **Centro Linguistico di Ateneo** ([Italian](#), [English](#)), or other renowned institutions. The certificate must have been acquired no sooner than the first day of October of the year before the enrolment of the student. Each level of the language courses that issue a certificate corresponds to 2 CFU.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - specify the name of the institution that will be issuing the certificate and your date of enrolment to the Master's degree in the field "Activity Proposal Detail"
  - if you plan to obtain the certificate from the University of Padova, you can leave the field "Documents for Approval" empty and you can start before the approval.
- After the activity has been performed
  - either upload the certificate as "Proof of activity completion" or provide the information to prove you successfully attended the course (for example a URL) in the field "Information for evaluating the activity".

⌄ Advanced ICT Certifications - 2 CFU per level

Acquiring a certificate attesting advanced technical knowledge on specific computer science topics. **The topic must not be offered already by a course at UniPD and it must be of advanced level**. The certification needs to be issued by a technology producer or by an independent non-profit organisation. The certificate must have been acquired no sooner than the first day of October of the year before the enrolment of the student. Each level of certification corresponds to 2 CFU.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - in the field "Activity Proposal Detail" state the name of the organisation that issues the certificate and the level of the certificate, if it applies.
  - add enough data in "Activity Proposal Detail" and "Documents for Approval" so that we can evaluate the certifcate (for example: a URL, what certificate you will obtain, contacts of the organization issuing the certificate).
- After the activity has been performed
  - upload the certificate as "Proof of activity completion" or provide enough information to prove you successfully attended the course (for example a URL) in the field "Information for evaluating the activity".

∨ Internship in a Company - 2 to 4 CFU

A stage of 50-100 hours in a company. The stage has to be coherent with your study plan.

- A useful link is the one of the "Stage and career service office" ([Italian](), [English]()).
- If you are already working in a company, you don't need to go through the "Stage and career service office" and the steps described below: it is sufficient to attach a brief report of your activity and a proof that you are working for the company, for example a signed declaration from them.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- How to start your internship
  - Log in into the [Unipd Careers portal]() and fill in the work plan of the intership.
  - Get your work plan signed by three persons:
    - Your company supervisor
    - Your academic supervisor
    - Prof. Tullio Vardanega, as the intership responsible for the Master in Computer Science
  - Send the signed work plan to the Career Service Office
  - Complete the [Online course on workplace safety]() before starting the intership
- Activity proposal
  - the activity is approved by the Career Service and the academic supervisor. You don't need submit the proposal for approval
- After the activity has been performed
  - add an acrivity with a short report on the internship in the field "Information for evaluating the activity",
  - upload the ["modulo di fine tirocinio"]() (end-of-internship form) signed by the company and the supervisor in "Proof of completion".

∨ Service activity for the courses of the Computer Science degree

[Tutoring at the University of Padova]()

In order to become a tutor, you need to fill an application for the annual announcements published by the University.

The link to the Italian version of the tutoring page is [https://www.unipd.it/diventare-tutor]()

[Application for Tutoring activities 2023-2024]()

Applications for the academic year 2023/24 must be submitted on-line on UNIWEB portal (INIZIATIVE section) **from May 3rd to May 22nd 2023.**

[Teaching a short-course for the students of the bachelor degree in Computer Science]()

The courses are typically about technologies that are interest of the Bachelor's degree students, for example LaTeX, git/github. The courses are usually held in the laboratories of the department. **The student is supposed to make a proposal** to the prof. responsible of "Other Training Activities".

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - for the tutoring or helping-the-teacher activities you do not need our approval to start it
  - for the short courses, in "Activity Proposal Detail" add the name of the course, and the topics that will be taught.
- After the activity has been performed
  - the tutoring office requires you to deliver a timesheet at the end of the tutor activity, signed by the Tutoring contact person (prof. Davide Bresolin for Computer Science). Upload the same timesheet as "Proof of completion"
  - for the short courses, specify the dates the course has been taught in the field "Information for evaluating the activity". You can leave the field "Proof of completion" empty.
  - If you helped the teacher in preparing didactic material, let him/her send us an email specifying the activity and the number of credits to be awarded

⌄ Core Skills and Cross Competencies

Online Communication and Soft skills Lab

The lab is intended for Master's students. **Earning the badge "Communication and soft skills" allow to obtain 2 CFU**.

Mentor&Me - Project Mentoring Unipd - 2 CFU

The project Mentor&Me allows to work alongside professionals from the business sector of interest to the student. Two calls for applications per year are posted.

Interested students will apply online at the link above. A mentorship typically lasts 6 months. At the end the students will obtain 2 CFU.

C_Lab Veneto - 6 CFU

The contamination Lab Veneto offers an experiential training course. In six months students and graduates of the University of Padua work as a team and develop a Project based on their team's creative ideas or on companies' challenges.

- Participating in a CoLiving experience grants 6 CFU for "Other Training Activities"
- Participating in a CoWorking experience corresponds to passing the course "Sviluppo imprenditoriale e innovazione" if it is in the study plan of the student as an elective course. The student will receive a grade. The course corresponds to 6 CFU.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal: in the field "Activity Proposal Detail" specify what activity you'll be doing ("[Online Communication and Soft skills Lab](#)", "Mentor&Me", "C_Lab Veneto"). In addition, for
  - "Mentor&Me": make the request once you have been accepted to the program; in the field "Activity Proposal Detail" add the URL with the list of accepted students (if available) and the name and email of your mentor
  - "C_Lab Veneto": make the request once you have been accepted to the program; in the field "Activity Proposal Detail" add proof that you have been accepted in the program
- After the activity has been performed
  - "[Online Communication and Soft skills Lab](#)": upload the badge as "Proof of Completion"
  - "Mentor&Me": upload a certificate of attendance or online badge issued by the organiser of the Mentor&me activity in "Proof of completion".
  - "C_Lab Veneto": upload a certificate of attendance or online badge issued by the organiser of the activity in "Proof of completion".

⌄ Computer Science dissemination and educational activities

[Iniziativa CINI-MIUR "Programma il Futuro" (in Italian only)](#)

[Coderdojo Padova (in Italian only)](#)

Computer without Borders (Informatici senza frontiere)

is a non-profit organisation with the objective of using IT knowledge and tools to provide practical help to those who live in a situation of poverty and marginalisation in Italy and in the developing countries. The goal is reached through the creation of courses, the computerisation of hospitals and reception centres, the creation of specific programs and computer networks, the collaboration with schools, universities and prisons and the realisation of direct applications in the world of disability.

Link to the organisation website: [English](#) - [Italian](#)

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - use the fields "Activity Proposal Detail" and "Documents for Approval" to give us enough information to approve your activity: a short description of what you will do, the name and email of the person supervising your activity.
- After the activity has been performed
  - make sure the person supervising your activity notify us directly of its outcome. Do not forget to turn "Activity Performed" to "Yes" so that we can double check that the whole process went smoothly.

⌄ Supporting research activity - 2 CFU each 50 hours

This activity consists in supporting the research of a professor of the Computer Science Master's Degree. The activity is performed under the supervision of the professor and may include software development, performing tests and experiments to support the publication of scientific articles and a research project in general. Once certified by the supervisor, **for every 50 hours of work you will obtain 2 CFU**.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - in the field "Activity Proposal Detail" state the name of the professor you'll be supporting and write one sentence describing the activity that you'll be doing (e.g. software development, experiments for a scientific publication, etc...)
  - you can leave the field "Documents for Approval" empty.
- After the activity has been performed
  - make sure that your supervisor for the activity send to the responsible of "Other Training Activities" an email confirming how many hours you have worked to perform the activity. Do not forget to turn "Activity Performed" to "Yes" so that we can double check that the whole process went smoothly.

⌄ ERASMUS+ Credits

Credits for courses or other activities done while the student was studying abroad with the program Erasmus+ Studio.

Activity-specific details on the compilation of the proposal and what needs to be done to earn the credits:

- Activity proposal
  - you don't need to ask for our approval.
  - follow the standard procedure for the Erasmus Mobility period and add the 3 CFU Course "Other knowledge useful for the integration into the labour market" and/or the 3 CFU Course "Educational internship" to your Learning Agreement
  - the Mobility Office will register the credits on your return in Padova, together with the other exams of your Mobility period
- After the activity has been performed
  - create the activity with "Activity Performed" set to "Yes" and specify the number of credits you acquired abroad so that we can double check that the whole process went smoothly.

UFFICIO DIGITAL LEARNING E MULTIMEDIA

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