

## 27360 - Internships

### Syllabus Information

**Academic year:** 2023/24

**Subject:** 27360 - Internships

**Faculty / School:** 109 - Facultad de Economía y Empresa

228 - Facultad de Empresa y Gestión Pública

301 - Facultad de Ciencias Sociales y Humanas

**Degree:** 448 - Degree in Business Administration and Management

454 - Degree in Business Administration and Management

458 - Degree in Business Administration and Management

**ECTS:** 12.0

**Year:** 4

**Semester:** Annual

**Subject type:** Optional

**Module:**

### 1. General information

In this course, students put into practice the competencies developed throughout their degree by undertaking internships in companies and institutions. Among other things, the aim is to contribute to the comprehensive education of students by complementing their theoretical and practical learning, providing exposure to the appropriate work methodology for the professional world, promoting the development of technical, methodological, personal, and participative skills, gaining practical experience to facilitate entry into the job market and enhance future employability, and fostering values of innovation, creativity, and entrepreneurship.

These approaches and objectives align with the Sustainable Development Goals (SDGs) of the United Nations' 2030 Agenda (<https://www.un.org/sustainabledevelopment/es/>) and certain specific targets. Therefore, the acquisition of the learning outcomes of the course will, to some extent, contribute to achieving Goal 4, Target 4.7, and Goal 8, Target 8.5 of the 2030 Agenda.

### 2. Learning results

1. To be capable of applying the theoretical knowledge acquired by putting it into practice in the development of work outside the educational field, under supervision, guidance, and in connection with the exercise of activities in an appropriate professional environment.
2. To be capable of fulfilling the commitments made with the collaborating entity and the University regarding the completion of the internship.
3. To be capable of properly drafting the interim report and the academic report, which should reflect the proposed objectives and achievements, as well as provide a detailed description of the activities carried out.
4. To be capable of effectively presenting the academic internship report to the supervisor.
5. To be capable of establishing the relationship between the tasks performed and the content of the degree program, both in terms of general and specific competencies, as well as skills and attitudes.
6. To be capable of evaluating the process and making improvement proposals.

### 3. Syllabus

Not applicable

### 4. Academic activities

This course has a workload of 12 ECTS credits, which corresponds to 300 hours of student dedication. The distribution of these hours will be determined on a case-by-case basis through mutual agreement between the collaborating entity and the student, with the approval of the academic supervisor. An approximate breakdown of the time allocation is as follows:

- On-site work at the organization where the internship is conducted = 240 hours
- Meetings with the academic supervisor = 12 hours
- Preparation of the interim report, academic report, and presentation = 48 hours
- TOTAL = 300 hours

### 5. Assessment system

The final grade for this course will be the result of the weighted average of the assessment activities as indicated below:

1. Student's internship report (50%), which includes:
  - An interim version/report prepared halfway through the internship (10%)
  - A final academic report prepared upon completion of the internship (30%)
  - A presentation of the academic report to the academic supervisor (10%)
2. Development and acquisition of competencies during the internship based on the Organization Tutor's Report (50%).