

29033 - Internships

Syllabus Information

Academic year: 2023/24

Subject: 29033 - Internships

Faculty / School: 228 - Facultad de Empresa y Gestión Pública

Degree: 429 - Degree in Public Management and Administration

ECTS: 16.0

Year: 4

Semester: Second semester

Subject type: External Placements

Module:

1. General information

In this subject the competencies developed throughout the degree are put into practice through the realization of practices in companies and institutions. Among others, the aim is to contribute to the comprehensive training of students, complementing their theoretical and practical learning, facilitating knowledge of the work methodology appropriate to the professional reality, favouring the development of technical, methodological, personal and participatory skills, obtaining practical experience that facilitates integration into the labour market and improves their future employability, or favouring the values of innovation, creativity and entrepreneurship. These approaches and goals are aligned with the Sustainable Development Goals (SDGs) of the United Nations Agenda 2030 and certain specific targets, such that the acquisition of the learning results of the subject will contribute to some extent to the achievement of objective 4.7 of SDG 4, and objective 8.5 of SDG 8.

2. Learning results

1. Apply the theoretical knowledge acquired, putting it into practice in the development of a work outside the field educational, supervised, directed and linked to the exercise of the activity in an appropriate professional environment.
2. Comply with the commitments acquired with the collaborating entity and with the University in relation to the realization of the internship.
3. To adequately write the interim report and the academic report in which the proposed and achieved objectives are reflected, as well as a detailed description of the activities carried out.
4. Properly present the internship academic report to the tutor.
5. Establish the relationship of the work performed with the contents of the degree, both with respect to general and specific competencies as well as skills and attitudes.
6. Conduct an evaluation of the process and formulate proposals for improvement.

4. Academic activities

This subject has a load of 16 ECTS, which entails 400 hours of dedication of the student whose distribution will be determined in each case by mutual agreement between the collaborating entity and the student with the approval of the academic tutor. The approximate time estimate for on-site and virtual students is: i. On-site work at the entity where the internship is carried out: 320 hours

ii. Meetings with the academic tutor (telematic for virtual students): 2 hours

iii. Preparation of interim report, academic report and preparation of presentation: 78 hours

TOTAL: 400 hours.

5. Assessment system

The final grade will be the result of the weighted average of the grades of the evaluation activities as follows as indicated below:

i. Internship report prepared by the student (50%), which will consist of: an intermediate version/report drafted in the middle of the internship (10%), a final academic report prepared at the end of the internship (30%) and a presentation of this report to the academic tutor (10%).

ii. Development and acquisition of competencies during the internship based on the organization's tutor's report (50%).