

68861 - Internships

Syllabus Information

Academic year: 2023/24

Subject: 68861 - Internships

Faculty / School: 108 - Facultad de Ciencias Sociales y del Trabajo

Degree: 632 - Master's Degree in Strategic Human Resources Management

ECTS: 18.0

Year: 2

Semester: First semester

Subject type: External Placements

Module:

1. General information

The **objectives** of the subject are:

- To contribute to the integral formation of students by complementing their theoretical learning.
- To facilitate the knowledge of the work methodology adequate to the professional reality.
- To encourage the development of technical, methodological, personal and participatory skills.
- To obtain a practical experience that facilitates their labour insertion and improves their employability.
- To encourage innovation, creativity and entrepreneurship.

These approaches and objectives are aligned with the following Sustainable Development Goals (SDGs) of the United Nations Agenda 2030 (<https://www.un.org/sustainabledevelopment/es/>), so that the acquisition of the learning results of the subject provides training and competence to contribute to some extent to their achievement. Given the multidisciplinary nature of the companies and institutions where internships can be carried out, it is expected that all the SDGs can be met in the internships.

2. Learning results

External internships are an activity of a formative nature carried out by students and supervised by the University, whose objective is to allow them to apply and complement the knowledge acquired in their academic training, favouring the acquisition of competencies that prepare them for the exercise of professional activities, facilitate their employability and foster their entrepreneurial capacity.

Specifically, the following learning results are proposed:

- To apply knowledge to practice.
- To interrelate the different disciplines that make up labour relations and human resources.
- To select and manage labour information and documentation.

3. Syllabus

Given the practical nature of the subject, as well as the multidisciplinary nature of the companies and institutions where internships can be carried out, there is no syllabus.

4. Academic activities

The program offered to students to help them achieve the expected results includes the following academic activities:

- Work in companies, professional offices, administrations and institutions.
- Active participation in professional work in a working context.
- Student work for the preparation and writing of documents and papers.
- Study of theoretical and practical contents and preparation of activities.
- Tutorials
- Evaluation

5. Assessment system

In order to be assessed and pass the subject, students must:

- Complete 400 hours of internship in a collaborating entity.
- Have a positive report from the supervisor of the collaborating entity.
- Attend the tutorials arranged with the teacher-tutor.
- Write a final internship report with the following content and delivery it to the teacher-tutor by the established deadline. This report must be prepared in accordance with the instructions approved by the Quality Assurance Committee of the degree (available on the website of the master's degree).

Each tutor will evaluate the student taking into account:

- The confidential report sent directly by the tutor of the company/collaborating centre (40%).

- Attendance and participation in tutorial meetings (10%).
- The final internship report (see instructions on the master's web page). The report will be presented orally at the third meeting (approximately 10 minutes) and will be delivered to the academic tutor within the established deadline (50%).

The following circumstances may be sufficient cause for failing the subject:

- Performing less than the required 400 hours.
- Obtaining a negative report from the company/collaborating centre.
- Unexcused non-attendance of the student to the meetings with the teacher-tutor.

Those who have professional experience in the field of human resources may request the recognition of credits for this subject, provided they meet the conditions established by the Quality Assurance Committee of the degree (available at: <https://sociales.unizar.es/gestion-estrategica-de-RRHH>).

There is also the possibility of recognizing subject credits for extracurricular internships through UNIVERSA or FEUZ, as long as the requirements established by the Quality Assurance Committee of the degree program are met (available at: <https://sociales.unizar.es/gestion-estrategica-de-RRHH>).