

Work Placement

Code: 103310
ECTS Credits: 6

Degree	Type	Year	Semester
2502533 French Studies	OT	3	0
2502533 French Studies	OT	4	0

Contact

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Use of Languages

Principal working language: (fre)
Some groups entirely in English: No
Some groups entirely in Catalan: No
Some groups entirely in Spanish: No

Other comments on languages

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Prerequisites

Required Beginner Level: 1.4. The level may vary depending on the needs of the collaborating company or institution. The coordinator may request a placement test if he or she deems it necessary.

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Objectives and Contextualisation

The realization of external practices and their overcoming guarantee:

- The student's contact with a field of work of interest during the training period
- Knowledge of the tasks in the field
- The acquisition of work experience in a professional sector related to their studies.

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Competences

French Studies

- Students can apply the knowledge to their own work or vocation in a professional manner and have the powers generally demonstrated by preparing and defending arguments and solving problems within their area of study.
- Students have the ability to gather and interpret relevant data (normally within their study area) to issue judgments that include reflection on important issues of social, scientific or ethical.
- Students must be capable of communicating information, ideas, problems and solutions to both specialised and non-specialised audiences.
- Students must develop the necessary learning skills in order to undertake further training with a high degree of autonomy.

Learning Outcomes

1. Accessing electronic information sources and producing and communicating this information in electronic format.
2. Accurately using the specific terminology of human sciences.
3. Carrying out a planning for the development of a subject-related work.
4. Using the available resources about the knowledge of humanistic areas.
5. Using the techniques of cataloguing, transcription, critical edition, study, analysis and dissemination of the cultural heritage in a professional way.

Content

Places for the performance of external internships will be assigned according to the academic record of the students and their future work interests. Thus, the tutor of the collaborating entity may or may not accept the tutoring of the internship to a student and possess knowledge of the coordinator of internships.

The students can choose the orientation of the internship and propose other institutions of their interest. If the coordinator approves the proposal, the agreement will be signed.

As an indication, the students have carried out internships in centres such as:

Alliance Française; Centre de Formació d'Adults Maria Rúbies; Labdoo.org; Iglobal Translators; Red Link To Media SL; Inbenta Professional Services SL; Institut Doctor Puigvert; Departament de Filologia Francesa i Romànica (UAB), etc.

Places requested by more than one person will be allocated on the basis of academic record and professional motivation. The collaborating entity may refuse to tutor the internship if it deems it necessary.

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Methodology

The teaching will be distributed in i) classroom hours in the host company or institution, ii) hours for the preparation of the final report, iii) hours of tutoring with the academic tutor / responsible for the subject and, eventually, iv) theoretical sessions (ex. Course on occupational hazards, etc.).

The hours of dedication are around 125 hours, i.e. approximately 42 days of 3 hours (morning or afternoon) or 25 days of 5 hours (intensive formula).

In any case, two tutorial sessions (face-to-face or virtual) will be proposed during the internship period (start and end). The tutor will keep a record of the meetings by means of a minute.

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Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Theory activities	4	0.16	3, 4
Type: Supervised			
Follow-up tutorials	8	0.32	1, 3
Internship	130	5.2	1, 2, 4, 5
Type: Autonomous			
Elaboration of the report	8	0.32	3, 4, 5

Assessment

The practices are evaluated on the basis of the following documents:

- Report from the external tutor: the generic and specific competences and the number of hours of practice will be assessed in a report according to the model published on the Faculty's website.
- Student report (delivered according to the deadlines indicated on the virtual campus): the tasks carried out, the follow-up and the learning results will be evaluated.
- Academic tutor report: based on previous reports and tutorials.

Evaluation criteria:

- Not evaluable": When the student has completed less than 10% of the on-site hours foreseen in the agreement.
- Suspés": when the student has exceeded 10% of the attendance hours foreseen in the agreement but has been negatively evaluated.
- External practices cannot be re-evaluated.

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Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
External Tutor Report	60%	0	0	1, 3, 2, 4, 5
Internship coordinator's report	10%	0	0	1, 3, 2, 4, 5
Report prepared by the student	30%	0	0	1, 3, 2, 4, 5

Bibliography

If deemed necessary, the internship tutor may provide bibliographic references depending on the tasks to be performed.

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