

### Work Placement

Code: 103399  
ECTS Credits: 6

| Degree                     | Type | Year | Semester |
|----------------------------|------|------|----------|
| 2501913 English and French | OT   | 3    | 0        |
| 2501913 English and French | OT   | 4    | 0        |

The proposed teaching and assessment methodology that appear in the guide may be subject to changes as a result of the restrictions to face-to-face class attendance imposed by the health authorities.

### Contact

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### Use of Languages

Principal working language: catalan (cat)

Some groups entirely in English: Yes

Some groups entirely in Catalan: No

Some groups entirely in Spanish: No

### Other comments on languages

French or English will be the working languages for those students that carry out their practicum in French Language and Literature or English Language and Literature, respectively.

### Teachers

Merce Coll Alfonso

Ricard Ripoll

### Prerequisites

Students wishing to enrol in the practicum **must** complete a preinscription with the faculty. Details concerning the preinscription will be available on the faculty website (<https://www.uab.cat/web/estudiar/grados/oferta-de-grados/informacion-1345722453729.html>).

The student must have passed all first year subjects, and obtained a total number of 120 credits from their first three years of study.

The student must be enrolled in the course before starting work with the collaborating institution.

The timetable for carrying out the internship must be compatible with the student's academic and training timetables in the University. The programme of internship activities will be laid down according to the characteristics and availability of the collaborating institution.

Since students enrolled in the internship will have obtained credits in basic training and mandatory second and third year subjects, it is expected that they will express themselves correctly both orally and in writing.

English Language and Literature:

A level of English equivalent to C2, (Common European Framework of Reference for Languages: Learning, Teaching, Assessment), is required. Students will be able to understand a wide range of longer texts, and

recognize implicit meaning; express themselves fluently and spontaneously without excessive searching for words or expressions; use language flexibly and effectively for social, academic and professional purposes; produce clear, well-structured, detailed text on complex subjects, showing controlled use of organizational patterns, connectors and cohesive devices.

French Language and Literature:

An initial level of French of C1 is required. This level may vary according to the needs of the collaborating companies or institutions. Eventually, a test of language may be necessary to accredit the requested level.

## **Objectives and Contextualisation**

The internships are offered during the third and fourth year of the degree.

Completion of the internship guarantees that the student will:

- Make contact with an interesting professional area during his/her training period
- Acquire a knowledge of tasks related to this field
- Develop professional competence in a field related to studies undertaken during the degree.

## **Competences**

- English and French
- Respect the diversity and plurality of ideas, people and situations.
- 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 develop the necessary learning skills in order to undertake further training with a high degree of autonomy.

## **Learning Outcomes**

1. Apply the tools and know consult the specific documentary sources.
2. Autonomously search, select and process information both from structured sources (databases, bibliographies, specialized magazines) and from across the network.
3. Maintain an attitude of respect for the opinions, values, behaviors and practices of others.
4. Organize own time and resources to work: design plans with prioritization of targets, timetables and commitments for action.
5. Recognising the importance of controlling the quality of the work results and their presentation.
6. Recognize and implement the following skills for teamwork: the same commitment, collaboration habits, capacity to join troubleshooting.
7. Reflect on the work itself and the immediate surroundings with the intention of improving them continuously.
8. Use information in accordance with scientific ethics.
9. Using computing tools, both basics (word processor or databases, for example) and specialised software needed in the professional practice.
10. Using in an efficient and autonomous manner the basic philological tools.

## **Content**

Specific educational cooperation agreements will be signed by each student enrolled, the collaborating institution, and the UAB, in order to establish the regulatory framework under which the internship can be carried out.

The regulatory framework for internships includes two different modes:

- **MODE A.** An internship signed by an external collaborating partner and UAB. The UAB will sign as many specific agreements as there are students enrolled in this mode.
- **MODE B.** Internships within the ambit of the UAB, related to research projects within the departments offering the relevant degree programme. In this case, the internship will be established by signing a work experience agreement with the UAB, which specifies conditions, according to an official model.

In both cases it is required that the student takes out an insurance policy covering civil responsibility and liability, given that the standard student insurance is insufficient. In order to validate this complementary policy contracted by the UAB, the student must pay a fee at the time of enrollment (estimated price: €6).

### **French Language and Literature**

Mode A: internship signed by an external collaborating partner and UAB

- 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.
- Associació de Professors de Francès de Catalunya (APFC)
- INS Vicenç Plantada
- INS Les Vinyes
- INS Ribera Baixa
- Escola Montagut
- EOI Barcelona-Drassanes (Eoibd)

Mode B: Practicum at UAB

- Departament de Filologia Francesa i Romànica
- Antenne de Barcelone du Centre International de Phonétique Appliquée (CIPA)

### **English Language and Literature**

The following places were offered in previous years:

Teaching (MODE A)

- British House Language School (Rubí): Teaching responsibilities/ observation/ materials creation.
- Escola Santa Clara (Sabadell): Teaching responsibilities
- INS Bitàcola (Barbarà del Vallès): Conversation Groups with 3rd and 4th ESO students
- IES El Foix (Santa Margarida i els Monjos) Teaching responsibilities
- Col·legi Immaculada Concepció (Lloret de Mar): Teaching responsibilities/ observation/ materials creation
- ABA English (online): materials creation DIGITAL
- English Torras, S.L. (Ripollet / online): Teaching responsibilities/ observation/ materials creation.
- Enseñanza Nativa (Benicarló, Castelló): Teaching responsibilities/ observation/ materials creation.

Research assistant (MODE B)

- Grial Research Group
- Ratnakara Reasearch Group
- Reasearch Project: 'Percepción interlingüística, procesamiento online y producción de categorías fonéticas similares en L1 y L2'
- Research Project: 'Producción, variabilidad y categorización en la adquisición de segundas lenguas: Aspectos teóricos, experimentales y aplicados'

## Teaching assistant (MODE B)

- Usos Bàsics de la Llengua Anglesa
- Ús de la Llengua Anglesa I i II
- Fonètica i Fonologia I
- The English Book Club

Participation in the program *Aprenentatge Servei Aps* (<http://pagines.uab.cat/aps/ca>). Contact the Practicum coordinator.

The Practicum coordinator will assign places according to students' CV and academic record.

## Methodology

The specific training offered depends on the professional activity of the collaborating institution.

In the same way, the results of learning will vary depending on the specific skills acquired during the practicum.

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

## Activities

| Title   | Hours | ECTS | Learning Outcomes          |
|---|-------|------|----------------------------|
| Type: Directed  |       |      |                            |
| Training for workplace insertion                      | 7.5   | 0.3  | 6, 5                       |
| Tutorials with Internship Coordinator                 | 10    | 0.4  | 4, 5                       |
| Type: Supervised                                      |       |      |                            |
| Internship tasks within the collaborating institution | 125   | 5    | 1, 2, 3, 4, 6, 5, 9, 10, 8 |
| Type: Autonomous                                      |       |      |                            |
| Preparation of final report                           | 7.5   | 0.3  | 6, 5                       |

## Assessment

Learning outcomes assessed in the final report may vary depending on the professional skills required by the company / institution / centre that offers the internship.

At the end of the internship the following reports will be presented to the academic tutor in the relevant field of study:

- The tutor in the collaborating institution will issue a final report, showing the number of hours completed, with relation to the generic and specific competences which appear in the training project, within a maximum period of 15 days, following the model established.
- Students will prepare a final report with an assessment of tasks completed and their relation to knowledge and skills acquired in their university studies. The student must hand in this report as a prerequisite for the final evaluation. Dates for delivery of this report are: 17/02/2023 for first semester internships, 30/06/2023 for second semester internships.
- The academic tutor in the relevant field of study will evaluate the internship and fill in the relevant evaluation report.

As part of the training for workplace insertion, in the assessment for the Pràctiques Externes/Prácticas Externas, students must fulfil these two requirements:

-have attended at least one 1 of the group professional orientation courses organised by the Servei d'Ocupabilitat and show proof of attendance by adjoining the certificate to the Student's Final Report.

-have taken the questionnaire Professional Competences Test offered by the Servei d'Ocupabilitat de la UAB. The result of the test can be downloaded and attached to the Student's Final Report.

**NOTE:**

- Students who complete less than 10% of contact hours with the collaborating institution will be marked as "No avaluable".
- Students who complete more than 10% but fail to complete the hours specified in the agreement, or are evaluated negatively, will be marked as "Suspès" (Fail).
- Given that external placements are assessed in distinct ways, in addition to the fact that this grade is only optionally given, the final overall grade of Excellent with Distinction is not available.
- Internships cannot be re-evaluated.

In the event of a student committing any irregularity that may lead to a significant variation in the grade awarded to an assessment activity, the student will be given a zero for this activity, regardless of any disciplinary process that may take place. In the event of several irregularities in assessment activities of the same subject, the student will be given a zero as the final grade for this subject.

## Assessment Activities

| Title                  | Weighting | Hours | ECTS | Learning Outcomes          |
|------------------------|-----------|-------|------|----------------------------|
| Student's Final Report | 20        | 0     | 0    | 3, 5, 8                    |
| Tutor's Final Report   | 70        | 0     | 0    | 1, 2, 3, 4, 6, 5, 9, 10, 8 |
| Tutorial meetings      | 10        | 0     | 0    | 4, 6, 5, 7                 |

## Bibliography

Any relevant bibliography will be provided by the internship tutors according to the tasks the student is expected to perform.

## Software

No software needed.