

**Work Placement**

Code: 42478  
ECTS Credits: 9

Degree	Type	Year	Semester
4313301 Social and Labour Rights	OT	0	2

**Contact**

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**Teaching groups languages**

You can check it through this [link](#). To consult the language you will need to enter the CODE of the subject. Please note that this information is provisional until 30 November 2023.

**Prerequisites**

There is no prerequisite to be able to take the module "External Internship".

**Objectives and Contextualisation**

The main objectives of the External Internship module are:

- a) Contributing to the integral education of the student, complementing the theoretical and practical learning.
- b) Facilitating the knowledge of the work methodology appropriate to the professional reality of the legal-labour environment.
- c) Encouraging the development of technical, methodological, personal and participatory competences.
- d) Obtaining a practical experience that facilitates the insertion in the labour market and improves the students' future employability.
- e) Favoring the values of innovation, creativity and entrepreneurship.

To this end, each Collaborating Entity shall appoint a supervisor, in charge of ensuring the proper functioning of the student's internship. This supervisor, who must have the appropriate knowledge, should contribute to the definition the student's training project, ensure the training of the student and once the internship is over, he / she must prepare a final report on the assessment of the internship.

**Competences**

- Apply legal techniques for decision-making in personnel management.
- Apply techniques of socio-occupational auditing to take decisions regarding personnel management, acknowledging and orienting the needs of the persons in one's workplace.
- Identify and interpret the legal frameworks that regulate employment contracts and mark out companies' powers to lead and manage their human resources.
- Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
- Interpret and apply the laws on the nature and functions of workers' representative bodies and on collective bargaining.
- Interpret the broad currents of ongoing change in the social security system, including the different complementary systems and the regulation of their transnational dimension.
- Lead interdisciplinary teams in varying environments.
- Recognise legally-based collective labour disputes and collective disputes of interest in companies, identify out-of-court legal mechanisms to solve these and interpret the resulting agreements and arbitrators' awards in legal terms.
- Show a critical attitude and conscience when interpreting and enforcing the law in particular situations that involve using legal arguments to resolve a dispute or other problem.
- Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.

## Learning Outcomes

1. Apply advanced IT programmes associated with the social security system.
2. Apply legal instruments for the internal and external restructuring of the company's human resources.
3. Apply legal methodology to identify and evaluate social conflicts or problems with legal repercussions.
4. Apply the competences acquired on the Master's programme in Social and Labour Rights.
5. Apply the legal measures available for adjusting the volume of human resources to changing corporate needs.
6. Apply, in a particular context, the laws on pension plans within the employment system, voluntary improvements and collective insurance contracts.
7. Correctly document the management of social security benefits.
8. Draft and process documents and intervention in out-of-court legal mechanisms to solve collective disputes.
9. Draw up new strategies regarding the scheduling of work, including alternatives to allow the reconciliation of work and family life.
10. Give legal advice on labour relations and social security.
11. Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
12. Issue a comprehensive report on a business's conformity with the observance of legal requirements.
13. Issue a comprehensive report on situations, behaviours and procedures for the management of human resources in a business.
14. Keep the appropriate records of social security participation, payments and benefits.
15. Lead interdisciplinary teams in varying environments.
16. Participate in personnel selection processes, safeguarding the principles of equality and non-discrimination.
17. Participate in the negotiation of the collective labour agreement and other issues.
18. Plan and propose legal instruments to adapt functions, timetables, salaries, and work and performance systems in corporate restructuring.
19. Plan wage policies based on economic and productivity needs.
20. Recognise, apply and critically assess the system of employment contracts.
21. Recommend ways to improve procedures/management in a business.
22. Resolve practical issues related to business-owners' responsibility regarding social security.
23. Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.

## Content

The contents of the External Internship module will be defined in the Training Project, which will be prepared individually for each student once assigned the Collaborating Body in which he/she will develop his/her internship.

## Methodology

Internships can be carried out in one of the public or private law entities with which the Faculty of Law has signed a collaboration agreement or in a public or private law entity proposed by the student, after validation by the internship coordinator.

At the beginning of the academic year, students will be asked to complete a questionnaire that will enable the internship coordinator to gain a better understanding of their profile and expectations.

Between the months of October and February, students will have the opportunity to propose an entity in which to carry out the internship. The proposal will be evaluated by the internship coordinator to check the suitability of the entity and the proposed tasks and, if approved, the educational collaboration agreement will be processed.

Likewise, between the months of October and February, the internship coordinator will send students proposals for internships that are received from entities and that suggest incorporation during the course, so that interested students can present their candidature.

During the month of March, students who have not been assigned an internship through one of the aforementioned channels will be assigned internship positions offered by the entities that have signed an agreement with the Master's Degree.

Students who have not obtained a placement once the placements offered by the Master's programme have been allocated will be responsible for continuing their search for a placement, with the assistance and supervision of the internship coordinator.

Criteria for placement allocation:

Students who propose an internship entity that is validated by the internship coordinator will be assigned to this entity. In the case of proposals from entities received during the academic year, the assignment will be made among the students who apply based on the profile of the placement and the suitability of the students (degree of origin, previous professional experience, the student's professional orientation and, where applicable, the average mark obtained by students in the master's degree entrance qualification). With regard to the allocation of work internships offered by the entities affiliated to the Master's programme, students' preferences shall be respected as far as possible. In the event that two or more students apply for the same placement, the internship coordinator will make the allocation taking into account the degree/graduate degree of origin, the student's previous professional experience and professional orientation and, where applicable, the average mark obtained by students in the Master's entrance qualification.

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
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Type: Supervised

internship's development	224	8.96	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15
Type: Autonomous			
Writing a final report	1	0.04	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15

## Assessment

The final grade of the course will be obtained as follows: 50% corresponds to the final evaluation that the internship's supervisor will send to the Faculty of Law at the end of it.

The remaining 50% of the final grade will be obtained from the report that the student must present to his/her academic supervisor when he/she finishes the internship. The academic supervisor will be the person in charge of evaluating it. In the final report, the student must include: a) a detailed description of the tasks and work carried out, b) an assessment of the correspondence of the tasks carried out with the contents and skills acquired in relation to the Master's degree, c) a list of the problems raised and the procedure followed to solve them; d) the main contributions that the internship has brought to the student, e) a final assessment of the internship.

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Final report	50%	0	0	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15
Internship's supervisor evaluation	50%	0	0	4, 2, 1, 3, 5, 6, 10, 7, 9, 13, 12, 14, 16, 17, 18, 19, 11, 23, 21, 20, 22, 8, 15

## Bibliography

The Bibliography to be used in the External Internship module will be, where appropriate, that recommended by the internship supervisor and/or the academic supervisor.

## Software

The entity where the student develops his/her internship will determine the programmes to be used