

### Work Placement

Code: 45020  
ECTS Credits: 6

Degree	Type	Year	Semester
4314579 Biological and Environmental Engineering	OT	1	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

Having completed the first 60 ECTS of the first year of the master's degree. You cannot start the internship until you are registered, the complementary insurance policy has been paid and the university/company cooperation agreement has been signed.

### Objectives and Contextualisation

The professional internships constitute a formative activity for the master's students. Therefore, the main objectives are:

- To allow students to apply and to complement the skills and knowledge, theoretical and practical, acquired throughout their academic master's subjects.
- To facilitate the knowledge of the work methodology appropriate to the professional reality in which the students will have to operate, contrasting and applying the knowledge acquired throughout the master's studies.
- To encourage the consolidation of personal skills such as the ability to work in a teams, the entrepreneurial spirit, solving problems in new environments, creativity and communication skills.
- To promote the acquisition of technical, methodological and communication skills that prepare students for the exercise in one of the professional activities related to the master's degree.
- To gain practical experience that facilitates insertion into the labour market and to improve your students' future employability.

### Learning Outcomes

- CA07 (Competence) Integrate knowledge and deal with the complexity of formulating judgments based on information that, due to being incomplete or limited, requires consideration of the social and ethical responsibilities associated to the application of one's knowledge and judgements.
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- CA08 (Competence) Integrate and abridge the information obtained from the scientific literature using the appropriate channels, contrasting and critically debating different alternatives.
- KA17 (Knowledge) Recognise the ethical, economic, legal, gender and/or environmental dimensions of a project, process or product in biological engineering and environmental engineering.
- SA01 (Skill) Search, compare, critically analyse and summarise information obtained from databases and other sources to solve complex problems in one's specialist area.
- SA02 (Skill) Prepare technical reports in the field of environmental engineering and/or biological engineering and present the results orally in a clear, concise and unambiguous manner.
- SA03 (Skill) Plan the different activities related to the resolution of tasks assigned as part of a work group, while appropriately managing time and resources.
- SA03 (Skill) Plan the different activities related to the resolution of tasks assigned as part of a work group, while appropriately managing time and resources.
- SA06 (Skill) Deduce the learning skills required to continue one's training in a self-managed or autonomous manner.
- SA06 (Skill) Deduce the learning skills required to continue one's training in a self-managed or autonomous manner.
- SA09 (Skill) Use the most adequate IT instruments to complement knowledge in the field of biological engineering and environmental engineering.
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## Content

In this subject, students will be able to do an internship in a company, a research group belonging to a university department, a public or private research center or a public, national or foreign institution, with the aim of experiencing with some of the work line(s) of the centre, identify and examine open challenges and problems and propose possible solutions by applying the knowledge, tools, skills and competences acquired up to that moment in the master's.

Each of the companies or institutions (centres) where internships can be carried out have different areas of work and, therefore, the content of the internships will depend on the jobs carried out there. Before starting the stay, it will be necessary to define the training project (which is included in the educational cooperation agreement for the implementation of internships), agreed with the company or center, where the tasks and contents of the jobs will be detailed that will be carried out, and the educational objectives will be specified. This training project will be validated by the person responsible for the subject.

- The contents of the subject, therefore, will be developed through the formalization, for each student, of the training project, which will establish:
- The start and end dates, the schedule, the place where the stay will be performed, the name of the company/centre tutor and their contact information.
- Description of the specific, transversal or general skills to be developed, with the corresponding learning outcomes.
- The detailed content of the practices defining the tasks to be performed.
- The follow-up procedure by the tutor appointed by the centre

## Methodology

Students must develop an internship in a centre (as defined above) with a duration of 150 hours. The student's role in the centre and the tasks to be performed will be specified in the training project that (s)he must know before starting.

It is the responsibility of the student to be selected in one of the offers presented. You will need to send your resume to the contact person specified in the offer and go through the selection process that you determine the centre.

There are three different offer origins:

- Internship offers proposed by the master, in companies or collaborating centres. This offer is limited and, therefore, it is recommended that the student also make proposals on their part.
- Offers of non-curricular internships from the UAB Employment Service. From the coordination, the training project must be validated to determine if it is suitable for the skills and characteristics foreseen in the subject. It will be necessary to agree with the centre to sign an agreement for curricular practices from the School of Engineering instead of the non-curricular ones.
- Proposals promoted by the students themselves through direct contact with a centre or an offer found on virtual platforms or social networks. Before signing the agreement and starting the stay, the coordinator must validate the training project and that the rest of the subject's requirements are met.

In all cases the student will have the supervision of an academic tutor and an external tutor:

- The external tutor will be the person from the centre that will host the student, will assign work according to the defined training project, will monitor it and will issue the relevant evaluation reports.
- The academic tutor will be a professor from the university who will monitor the work, ensuring that the objectives of the subject are met, and will also issue a final evaluation report.

The stay at the collaborating entity must be 150 hours. The calendar and timetables must be compatible with the student's academic, training, representation and participation activity at the university, and will be established

for each student, according to the characteristics of the practices and according to the availability of the collaborating entity.

Once the stay has ended, the student will write a report, which must be presented according to the format and within the deadlines established by the coordination. You will find the memory model in the Virtual Campus, within the teaching space of the subject, which will also be the communication space.

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: Supervised			
Internship in the selected centre	140	5.6	CA07, CA08, KA17, SA01, SA02, SA03, SA06, SA09, CA07
Type: Autonomous			
Preparation of the report	10	0.4	CA07, CA08, KA17, SA01, SA02, SA09, CA07

## Assessment

CONTINUED AVALUATION

Evaluation items:

Evaluation report of the internship (external tutor) (75%)

Evaluation of the report and follow-up of the internship (academic tutor) (25%)

Requirements to be evaluated:

At the end of the student's internship, the coordination of studies will evaluate the internship stay through the reports issued by the teaching staff who carry out the academic tutoring (25%) and by the person who does the tutoring at the collaborating entity (75%). It should be noted that the academic tutor must evaluate the follow-up process and present the internship report.

Non-compliance, without justified cause, by the student of the agreements established, which he/she will have subscribed through his/her signature, will be cause for termination of the agreement as well as to obtain a suspended rating (numerical grade 0) of the subject. Once the internship has started, it is no longer possible to obtain a grade of "Not assessable".

The external internship tutor will assess the degree of satisfaction with the internship carried out through a document prepared by the coordination, which must be sent to the master's academic tutor within a maximum period of 10 days from the end of the stay. This report must include the number of final hours completed by the student and the assessment of compliance with the generic, specific and transversal skills provided for in the corresponding training project.

The student must deliver the internship report to his/her academic tutor within a maximum period of 10 days from the end of the stay. The delivery will be made by email, requesting confirmation of receipt. The student must maintain professional secrecy regarding any confidential information of the collaborating entity that he or she learns as a result of the internship. The report will occupy between 9 and 12 pages and must follow the format and content proposed by the coordination.

The academic tutor will send his/her evaluation report (follow-up and report) to the head of the subject within five days, counting from the receipt of the tutor's report to the entity and the student's internship report.

#### REASSESSMENT

External internships are not refundable.

#### QUALIFICATIONS REVIEW PROCEDURE

For each assessment activity, a review place, date and time will be indicated in which the student can review the activity with the teaching staff. In this context, claims can be made about the grade of the activity, which will be evaluated by the teaching staff responsible for the subject. If the student does not appear for this review, this activity will not be reviewed later.

Honor matricula. Awarding an honors matricula qualification is the decision of the teaching staff responsible for the subject. UAB regulations indicate that MH can only be granted to students who have obtained a final grade equal to or higher than 9.00. Up to 5% of MH of the total number of enrolled students can be awarded.

#### UNIQUE ASSESSMENT

This subject does not have a single assessment.

#### IRREGULARITIES BY THE STUDENT, COPYING AND PLAGIARISM

Assessment activities qualified in this way and by this procedure will not be recoverable. If it is necessary to pass any of these assessment activities to pass the subject, this subject will be suspended directly, with no opportunity to recover it in the same course. These irregularities include, among others: the total or partial copying of a practice, report, or any other assessment activity; let copy; present group work not done entirely by group members; present as own materials prepared by a third party, even if they are translations or adaptations, and in general works with non-original and exclusive elements of the student; have communication devices (such as mobile phones, smart watches, etc.) accessible during individual theoretical-practical assessment tests (exams).

#### EVALUATION OF REPEAT STUDENTS

In the case of repeat students, it will not be possible to validate the grade of the previous course's practices. Without prejudice to other disciplinary measures that are deemed appropriate, and in accordance with current academic regulations, irregularities committed by a student that may lead to a variation in the grade will be graded with a zero (0).

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Assessment report of the internship (external tutor)	75%	0	0	CA07, CA08, KA17, SA01, SA02, SA03, SA06, SA09
Assessment report of the internship	25%	0	0	CA07, CA08, KA17, SA01, SA02, SA03,

## **Bibliography**

The bibliography will refer to the specific task that each student will develop during their stay and to the that you need for the preparation of the final report.

## **Software**

Whatever is required of the destination entity. Usually, the software will be similar to the ones you will have explained throughout the master, although some differences may occur.