

Work placement

Code: 102098
ECTS Credits: 18

2024/2025

Degree	Type	Year
2500002 Accounting and Finances	OT	4

Contact

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Teachers

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Teaching groups languages

You can view this information at the [end](#) of this document.

Prerequisites

The requirements for enrolling of work Placement are two:

1. Have all the subjects of the first year passed
2. Have passed a minimum of 150 ECTS of the degree.

Objectives and Contextualisation

The subject has two main objectives:

1. To put into practice the theoretical acquired in the different courses followed during the degree in order to enhance the academic training of the student.
2. To provide students with a first direct approach to the professional and business world linked to the area of the accounting and finance, which will allow them to identify the professional profile that is most suited to the skills and competences acquired during their academic training.

Competences

- Demonstrating a comprehension of the principles, structure, organisation and inner workings of companies and organisations.
- Demonstrating a wide knowledge of the organisation and management of the operations in a company, for both production and services companies, emphasising the management models applied to the company and the implementation of quantitative support techniques.
- Incorporating knowledge and abilities in order to produce an academic or professional work in the fields of accounting and finances of a company, organisation, or family unit, and promoting in this way the work in more real environments.
- Managing multidisciplinary and multicultural teams, coordinating, negotiating and managing conflicts.
- Students must be able to adapt to changing environments.
- Students must be capable of applying their knowledge to their work or vocation in a professional way and they should have building arguments and problem resolution skills within their area of study.
- 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 to undertake further training with a high degree of autonomy.
- Students must have and understand knowledge of an area of study built on the basis of general secondary education, and while it relies on some advanced textbooks it also includes some aspects coming from the forefront of its field of study.

Learning Outcomes

1. Defining the business structure or the body providing services.
2. Describing specific problems of a company or organisation.
3. Incorporating specific skills acquired in the degree in order to develop a specific activity in the internships.
4. Managing multidisciplinary and multicultural teams, coordinating, negotiating and managing conflicts.
5. Naming the different forms of structuring a company.
6. Proposing solutions to the raised problems.
7. Students must be able to adapt to changing environments.
8. Students must be capable of applying their knowledge to their work or vocation in a professional way and they should have building arguments and problem resolution skills within their area of study.
9. Students must be capable of communicating information, ideas, problems and solutions to both specialised and non-specialised audiences.
10. Students must develop the necessary learning skills to undertake further training with a high degree of autonomy.
11. Students must have and understand knowledge of an area of study built on the basis of general secondary education, and while it relies on some advanced textbooks it also includes some aspects coming from the forefront of its field of study.

Content

Work placement will be done basically in different companies of Barcelona and metropolitan area with which the corresponding collaboration agreements have been established for this purpose.

The content of the practicum will be variable and will depend on the receiving entity of the student, but in any case the academic tutor will take care that he tries to develop the activities and tasks adjusted to his degree training in which the student can learn in a significant way.

Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Supervised			
Internship	420	16.8	1, 2, 4, 6
Meetings with the tutor and the coordinator	5	0.2	1
Supervising	10	0.4	2, 6
Type: Autonomous			
Report	15	0.6	1, 2, 6

Twenty-five students may enroll in July based on their academic record. Throughout the month of September (see

Students who have entered the external internship subject will not be able to bring their internship proposal. Extracurricular external internships cannot be recognized or validated or continue carrying out curricular internships where extracurricular internships have been carried out. The approval of the employment contract, nor its transformation, adaptation or development of any practical training activity, will not be accepted as a valid practice.

An Internship Commission will validate the fit of the student's profile with the needs of the company and the relationship between the subjects previously studied and the characteristics and spirit of the internships.

The resolution of the accepted practices will be made between the second half of October and the first half of November.

In all cases, the selection criteria will be based mainly on the weighted average of the student's academic record.

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.

Assessment

Continuous Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Evaluation from the academic tutor	60%	0	0	1, 2, 3, 4, 5, 6, 8, 9, 10, 11
Evaluation from the company's tutor	40%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

The evaluation of the subject will be based on the following reports and the weight indicated below:

1. Evaluation from the academic tutor based on both his direct supervision of the student during the period of the internship and the student's self-reported assessment of his/her learning through a self-report. This assessment will be supervised by the internship coordinator. Weight: 60%.

2. Evaluation from the company's tutor about the student's learning during the internship period. Weight: 40%.

The internship will only be evaluated if the student effectively completes at least 420 hours in the company. In case the student is sick or he loses some days for personal reasons, he will have to recover the hours.

Bibliography

To be determined in each case.

Software

To be determined in each case. In order to fully follow the internship, it is recommended to have a good knowledge of Excel and Word applications.

Language list

Information on the teaching languages can be checked on the CONTENTS section of the guide.