

Degree	Type	Year
2500002 Accounting and Finances	OB	4

## Contact

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## Teaching groups languages

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

## Prerequisites

The UAB establishes two requirements for registering a student for the TFG:

1. To enroll subjects in the fourth year of undergraduate studies, the student must have completed at least all first-year courses and a total number of 120 ECTS of the first three courses.
2. To register for the TFG, the student must have completed at least two-thirds of the total number of ECTS of the curriculum (ie 160 credits).

The Faculty additionally recommends that only students who can complete their degree in the same academic year should enroll for the TFG

## Objectives and Contextualisation

The TFG is a "capstone" project. The goal of this project is to produce an original, unpublished and individual piece of work, applying in an integrative way the knowledge and skills acquired throughout the undergraduate program.

## Competences

- Analysing, summarising and assessing information.
- Being capable of autonomously carry on studying in the future, deepening in the acquired knowledge or commencing new areas of knowledge.
- Communicating in oral and written form in Catalan, Spanish and English, in order to be able to summarise and present the carried out project in both forms.
- Demonstrating a comprehension of the characteristics and objectives of financial regulation from the perspective of market efficiency.
- Efficiently searching information, discriminating irrelevant information.

- 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.
- Organising the work, regarding order and planning.
- 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. Analysing, summarising and assessing information.
2. Applying concrete techniques acquired in the degree to the composition of the work.
3. Being capable of autonomously carry on studying in the future, deepening in the acquired knowledge or commencing new areas of knowledge.
4. Communicating in oral and written form in Catalan, Spanish and English, in order to be able to summarise and present the carried out project in both forms.
5. Efficiently searching information, discriminating irrelevant information.
6. Naming the regulatory agencies of the financial system and its functions.
7. Organising the work, regarding order and planning.
8. Structuring the work scientifically in the written presentation.
9. 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.
10. Students must be capable of communicating information, ideas, problems and solutions to both specialised and non-specialised audiences.
11. Students must develop the necessary learning skills to undertake further training with a high degree of autonomy.
12. 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.
13. Using the appropriate vocabulary in the oral presentation.
14. Utilising the financial information of yearbooks, memoirs and in the network.

## Content

The TFG must be original and of a theoretical and/or applied nature and should demonstrate the skills, competencies and knowledge acquired by the students. TFGs of a more applied nature should include a hypothesis supported by a theoretical framework and/or the resolution of real cases using the techniques and abilities acquired throughout the degree course to test the hypothesis or resolve the cases. In more theoretical TFGs students should make a critical review of the most significant academic and/or professional articles in the area they have chosen and propose an innovative analysis of the question.

The tutor will provide guidance for the structure of the TFG in accordance with the area of study assigned or chosen.

Regarding the format of the final document of the TFG, the student will follow the recommendations of the course "Tools and Resources to carry out the TFG". The tutor can modify them depending on the content of the work. Likewise, given the variability of TFGs, it is difficult to fix an extension. However, as a guide, it is considered that an extension of 25 pages may be adequate.

In other words, a length of between 8,000 and 10,000 words of main text (in no case more than 11,000 words), including figures, tables and bibliography, is recommended. Those TFGs that present annexes, will incorporate them at the end, in a reasonable number of pages that will not count towards the previous limits.

Students' ability to summarise will be considered positively.

In accordance with point 7.1 of the FEiE TFG Academic Regulations, "the TFG must have the cover model of Annex 1."

TFG students will be examined strictly to ensure their ethical integrity, especially in aspects such as plagiarism and falsification

## Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Orientation session in charge of degree coordination	2	0.08	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Orientation session for the elaboration of the poster	2	0.08	1, 2, 4, 5, 6, 8, 9, 10, 11, 12, 13, 14
Type: Supervised			
Meetings	8	0.32	2, 3, 4, 7, 8, 13
Type: Autonomous			
Course of Tools and resources to TFG Writing	12	0.48	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14
Homework	259	10.36	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14
Preparation of presentations	15	0.6	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

The assignment of and guidance for the TFG begins with a class session. This will be given in October (see Calendar) by the degree coordinators who will explain the assignment of the projects and general instructions.

Next, it is desirable that the training provided by the course "Tools and Resources for completing the TFG" be completed (if it has not been previously completed). In accordance with the calendar of activities related to the TFG, this training is carried out at the beginning of the course, since it provides basic instruments for a correct development of the research and a formally careful edition of the TFG.

Students carry out their projects individually. If students have a preference for the subject area that is different from that which has been assigned to them they should present their proposal to the tutor and seek permission to modify the content of the TFG. If the tutor agrees students may focus their TFG on the proposed subject. This change should appear in the report sent to the tutor by the student following the first meeting. Under no circumstances the student can change the tutor.

The 4 individual tutorials have the following objectives:

- First meeting with the assigned tutor: definition and initial approach of the TFG in terms of objectives, methodology, sources of information, expected added value, structure, etc.

- Second meeting: follow-up the advances in the development of the TFG according to the planning carried out at the first meeting.

- Third meeting: evaluation of the TFG's first draft and follow-up of the additional advances that have occurred since the first submission.

- Fourth meeting: oral presentation of final project before the tutor.

In case of plagiarism or falsification at any moment the students work will be automatically graded with a zero.

The proposed teaching methodology may undergo some modifications according to the restrictions imposed by the health authorities on on-campus courses.

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.

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## Assessment

### Continuous Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Certificate of the course Tools and resources for TFG Writing	0	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14
Defense of the poster (court qualification)	30%	1	0.04	2, 3, 4, 7, 8, 13
Final delivery TFG (65% of the grade of the tutor's grade out 10)	45,5%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14
Intermediate delivery TFG (15% of the tutor's grade out of 10)	10,5%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14
Oral presentation (20% of the tutor's grade out 10 )	14%	1	0.04	4, 13

Completing the course "Tools and Resources for completing the TFG" on the date indicated in the calendar of activities related to the TFG is highly recommended due to its positive effects on the quality of the TFG. However, failure to pass the course does not prevent the presentation of the TFG.

The bachelor thesis will be evaluated by the advisor based on both the thesis report written by the student (80%) and the oral presentation of the thesis in front of the advisor (20%). Evaluation of the written part will consist in the assessment of the intermediate delivery (15%) and the final delivery (65%). The advisor will

assess each part of the bachelor thesis from 0 to 10 following the assessment criteria established in the evaluation rubric, computing the final grade as the weighted average. This grade will be the one attached in the evaluation report as unless it is higher than 7. In case the final grade is higher than 7, initially a grade of 7 will

appear in the evaluation report as there exists the possibility to participate in the Poster Sessions with the objective of increasing this grade. This sessions will consist in presentations of the thesis poster in front of an evaluation panel.

As stated in point 8.2 of the Academic Regulations of the FEiE TFG, the aspects that the tutor faculty will consider in their evaluation report must include, at a minimum, those specified in the rubric, which includes Annex 2. The tutor faculty will complete and will publish in the End-of-Study Project (TFE) monitoring tool the corresponding variant of the rubric: "Grade 7.0", "Grade between 0 and 6.8" or "Non-evaluable Grade".

If the student does not follow the tutoring guidelines approved by the Faculty, explained previously, and the tutor does not have sufficient evidence to be able to guarantee the authorship of the final degree project presented by the student, the tutor may decide not to assess the final study project of the student and grant a grade of "not evaluable".

Bad practice consists in the falsification and/or plagiarism of the TFG, which must be original. Falsification of the TFG occurs in two cases:

- When the submitted project is obtained by order and elaborated by third parties;
- When the results have been falsified.

Plagiarism is the use of ideas, data or content obtained directly from the original authors without citing the source. There are some examples of this:

- Copying the work of other students, regardless of the year, class or institution
- Copying paragraphs, tables, images or graphs from books, journals or other printed sources without citing the source and passing the ideas off as ones own.

(Long citations are not permitted: more than 200 words)

- Presenting the ideas of other authors or organizations as their own

Plagiarism in the TFG does not just mean "copying" in an academic sense but is also a criminal act against intellectual property that has potential legal consequences.

The FEiE will use software to verify the originality of all the TFG projects presented.

Plagiarism or falsification in the TFG results automatically in grade 0, as well as any sanctions provided for this purpose by the UAB and the FEiE

## **Bibliography**

Specific for each TFG.

The bibliography has to be appropriate to the theme of the bachelor's thesis. Under the advice of the tutor, it is expected to include academic references (textbooks, academic papers), references from the specific practitioner field of the bachelor's thesis, databases (if consulted) as well as Internet sources accessed to write the work.

## **Software**

Software to be used will depend on the contents of each specific TFG

## Language list

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

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