

Work Placement II

Code: 105858
ECTS Credits: 6

2024/2025

Degree	Type	Year
2503998 Catalan Philology: Literary Studies and Linguistics	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

To enroll in the External Internships course, the student must have passed at least all the first year subjects and a total of 120 credits from the first three years. In addition, criteria such as academic record, future employment interests or accredited knowledge and skills may be taken into account in assigning a post.

For the "Pràctiques Professionals" course, students must preregister according to a calendar that is made public every year. The calendar can be consulted here: <https://www.uab.cat/web/estudiar/grados/oferta-de-grados/informacion1345722453729.html>. Failure to preregister results in the impossibility to register for the Pràctiques Professionals. Students will only be assigned an internship position if they have preregistered within the deadline. The pre-enrolment of students takes into account the prioritisation of a maximum of five places offered. Places are assigned according to the grade point average shown on the student's transcript.

If the student has not pre-registered before the enrollment period, he / she will be able to do so in September by means of an extension or modification of enrollment and carry out Pràctiques Professionals/Prácticas Profesionales in the second semester or, if there is the possibility, the following summer.

In order to start the External Internships, the student must be enrolled in the subject and have signed the agreement (internships outside the UAB) or the specifications (within the UAB).

The student will have an academic tutor of the University (the coordinator of Pràctiques Professionals/Prácticas Profesionales of the degree) and a tutor of the collaborating entity or project, with professional experience, the necessary knowledge and the availability to guide him in the correct realization of practices.

The coordinator will deal with the negotiation, formalization and management of agreements governing external internships with institutions, agencies, bodies and companies. It will also guide the student both in the

process of allocating a place and during the internship. The responsible teacher will present the student to his tutor within the institution in which he has to carry out the professional internships, and, once the internship is completed, the teacher will evaluate his performance in accordance with the report delivered and the tutor's report.

The schedules of the professional internships must be compatible with the academic, training and representation and participation of the student at the University. Likewise, the schedules will be established in accordance with the characteristics of the internships and according to the availability of the collaborating entity.

In all external internships, including those carried out at the UAB, it is an essential requirement that the student take out an insurance and civil liability policy, given that school insurance is not sufficient. The student will have to pay the complementary policy contracted by the UAB (approximate price: 6 €).

The student enrolled in the subject *Pràctiques Professionals/Prácticas Profesionales* that has demonstrated, by obtaining the credits corresponding to the subjects of basic training and the compulsory of second and third course, to have acquired the basic competences, will have to be able to express correctly orally and in writing.

Some companies or institutions reserve the possibility of taking a Catalan language level test for students who want to do external internships.

Objectives and Contextualisation

The external internships are offered in two consecutive semesters (Professional Internship I, 1st semester; Professional Internship II, 2nd semester), so that the student can take them, if he wishes, in the first or in the second, or choose to carry out these practices during an entire course. These are optional subjects of 6 ECTS of the Degree in Catalan Philology: Studies in Literature and Linguistics.

The external internships of the Degree in Catalan Philology: Studies in Literature and Linguistics aim to put the student in contact with the professional world. Given that the professional activities which correspond to the study of Catalan language and literature are many and varied, and have to do with both language and literature, the external internships carried out by students are also diversified and they are chosen based on their future interests.

Competences

- Act with ethical responsibility and respect for fundamental rights, diversity and democratic values.
- Demonstrate a mastery of the rules of the Catalan language, its linguistic bases and all its application in the academic and professional fields.
- Demonstrate skills for advising organisation and institutions on linguistic or literary questions.
- 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 collecting and interpreting relevant data (usually within their area of study) in order to make statements that reflect social, scientific or ethical relevant issues.
- Students must develop the necessary learning skills to undertake further training with a high degree of autonomy.
- Use information in accordance with academic ethics.

Learning Outcomes

1. Analyse and re-write a non-normative text.
2. Apply the literary knowledge acquired to the production needs of publishers and the Media.

3. Appropriately apply the principles governing standard language and present-day high registers, giving attention to their problem areas and conditions of use.
4. Assess and correct one's own work.
5. Construct normatively correct texts.
6. Identify the normative, stylistic or argumentative errors in a text.
7. Master oral and written expression in Catalan.
8. Match the known internal and external properties of the language to the different conditions of use.
9. Produce work in accordance with academic ethics.
10. Respect the opinions, values, behaviour and customs of others.
11. Seek out, choose and manage information independently, both from structured sources (databases, bibliographies, or specialist journals) and from internet searches.
12. Use IT tools and be able to consult specific documentary sources.
13. Work self-sufficiently on the synchronic and diachronic study of Catalan language and literature.

Content

The subject *Pràctiques Professionals/Prácticas Profesionales* provides for a 130-hour internship in a company or institution that develops an activity directly related to the subjects taught in the Degree in Catalan Philology: Studies in Literature and Linguistics.

The majority of activities are the correction of oral and written texts (in publishing and media companies), language promotion and advice (in computer companies, standardization services and language services for companies and corporations), data collection, sociolinguistic work (standardization centers or companies), grammar and lexicographic work (in publishing houses and terminology centers), language teaching for foreigners (in language centers) and cultural promotion and documentation tasks (in foundations, cultural centers, libraries and theaters).

In the Degree in Catalan Philology: Studies in Literature and Linguistics, collaboration has been established for external internships, through the corresponding agreements, with companies and institutions such as *Televisió de Catalunya*, *Catalunya Ràdio*, *Departament d'Empresa i Coneixement de la Generalitat*, *Laboratori de Lletres*, *Fundació Carulla*, *TERMCAT*, *Vilaweb*, *El 9 Nou*, *L'Avenç*, *Editorial Barcino*, *Editorial Cruïlla*, *PEN Català*, the Consortium for Linguistic Normalization and the digital newspaper *Núvol*. Students will also have the option of doing internships in services (Library Service, Language Service, etc.) and also in groups researching Catalan language and literature at the UAB.

The management of external internships will be carried out by a professor from the Department of Catalan Philology, who will be the coordinator of this subject. Following the established schedule, (s)he will allocate the available places to the enrolled students. This professor will deal with the negotiation, formalization and management of agreements governing external internships with institutions, agencies, bodies and companies. (S)he will also guide the student both in the process of allocating a place and during the internship. The responsible teacher will put the student in contact with his tutor within the institution in which (s)he will carry out the professional practices. And, once the internship is completed, the teacher will evaluate his/her performance according to the report submitted and the tutor's report which will be reviewable in the manner indicated.

Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Sessions on the operation of the practices	26	1.04	3, 2, 8, 12, 11, 5,

7, 4, 9, 6,
10, 1, 13

Type: Supervised

Application of regulations and linguistic and stylistic criteria; collaboration in revitalization or training activities in Catalan; lexicographic tasks; language teaching and cultural promotion	39	1.56	3, 2, 8, 12, 11, 5, 7, 4, 9, 6, 10, 1, 13
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Type: Autonomous

Language advice, reading texts, searching for documentation, writing papers and a report.	65	2.6	3, 2, 8, 12, 11, 5, 7, 4, 9, 6, 10, 1, 13
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The learning activities that the student of this subject has to do are distributed as follows:

- 1) Guided activities (20%): sessions on the operation of the practices.
- 2) Supervised activities (30%): application of regulations and linguistic and stylistic criteria. Collaboration in the design and / or execution of revitalization plans or training activities in the Catalan language. Lexicographical tasks. Language teaching. Cultural promotion.
- 3) Autonomous activities (50%): language advice, reading texts, searching for documentation, writing papers and a report.

Delivery of the report of the practices realized during the first semester: not later than June, 16th, 2025.

Students have to do at least two tutoring sessions (in person or virtual) during the period of the PE. The tutor is responsible to complete a brief report on these two sessions (model provided by the Dean's Office).

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

Continous Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Practices report	20%	7.5	0.3	3, 8, 12, 11, 5, 7, 6, 1, 13
Sessions on the operation of the practices	10%	7.5	0.3	3, 2, 8, 12, 11, 5, 7, 4, 9, 6, 10, 1, 13
Theoretical sessions and courses organized by the Employment Service	0%	5	0.2	12, 11, 4, 9, 10
Tutor report	70%	0	0	3, 2, 8, 12, 11, 5, 7, 4, 9, 6, 10, 1, 13

The evaluation of the external Internships of the Degree in Catalan Language and Literature will always be individual and will consist of three parts:

1. The report of the tutor of the institution, who will assess the internship.
2. The report prepared by the student, which describes and values the tasks learned and put into practice.
3. The criteria of the coordinator, once the three relevant meetings have been held.

As part of the training activities specified in the assessment for Pràctiques Professionals/ Prácticas Profesionales, students must fulfil these two requirements: (a) 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 Memòria de Pràctiques; and (b) 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 Memòria de Pràctiques.

In order to pass the subject, a minimum grade of 5 must be obtained.

Possible grades for this class are: No avaluable: When the student does not complete at least 10% of the required hours of attendance. Suspès: When the student has completed at least 10% of attendance, but has not completed the remaining hours, and/or his/her activity has been negatively evaluated. Matricula d'Honor: Due to the particular type of this course, this grade is not contemplated.

The course Pràctiques Professionals/ Prácticas Profesionales cannot be reassessed in the event that the student fails.

This subject/module does not incorporate single assessment.

In the event that the student commits any irregularity that may lead to a significant variation of the qualification of an evaluation act, this evaluation act will be qualified with 0, independently of the disciplinary process that may be instructed. In the event of several irregularities in the assessment acts of the same subject, the final grade for this subject will be 0.

Bibliography

Novella, A.M., Freixa, N.M. & Pérez-Escoda, N. (2012) Elementos para una buena experiencia de prácticas externas que favorece el aprendizaje, Barcelona, Octaedro

Software

There is no software for this subject

Language list

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