

Work Placement I

Code: 106663
ECTS Credits: 6

2024/2025

Degree	Type	Year
2504393 English and French Studies	OT	3
2504393 English and French Studies	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

Practicum (PE) is an elective subject. To enroll, students must have passed all the courses of the first year and a total of 120 credits from the first three years. Additionally, criteria such as academic record, future career interests, and demonstrated knowledge and skills may be considered when assigning an internship placement.

It is essential for students to pre-register for this PE subject and be accepted before enrolling.

The registration process follows these steps:

- Informational meeting in May.
- Pre-registration through the faculty's website. COMPOLSORY
- Student admission to the PE, placement assignment, and acceptance.
- Enrollment along with the rest of the subjects. The student must have completed the enrollment in the subject and signed the agreement before commencing work with the collaborating entity (internship outside UAB) or the terms and conditions (within UAB).
- The student will have academic guidance from the University (provided by the PE degree coordinator) and guidance from the collaborating entity or project, which will have professional experience, necessary knowledge, and availability to guide them in the correct completion of the internship.
- Only students who have pre-registered within the established deadline will be assigned an internship placement.

The PE coordination will handle the negotiation, formalization, and management of agreements regulating the external internships with institutions, organizations, and companies. They will also provide guidance to the student during the placement assignment process and throughout the internship.

Once the internship is completed, the faculty will evaluate the student's performance based on the submitted report and tutor feedback. The schedule for the internships must be compatible with the student's academic, training, and participation activities at the University. Additionally, the schedules will be established according to the characteristics of the internships and the availability of the collaborating entity.

For all external internships, including those conducted at UAB, it is mandatory for students to have insurance coverage and civil liability coverage, as school insurance is not sufficient. Therefore, at the time of enrollment, the student will need to pay for the additional policy contracted by UAB (approximate price: €5).

Students will carry out the External Internships within the options offered by one of the study areas of their Combined Degree (English Studies and French Studies). Students should contact the respective coordination ((Merce.Coll@uab.cat or Marta.Estrada@uab.cat) to inquire about the options and the placement assignment procedure established for each study area.

Students enrolled in the External Internship subject have demonstrated, through the completion of the corresponding credits from basic training courses and mandatory courses of the second and third years, the acquisition of basic competencies. They should be able to express themselves orally and in writing with correctness.

Specific prerequisites for the English Language and Literature Area

A C2 level of English is required according to the Common European Framework of Reference for Languages: Learning, Teaching, Assessment, which states that the student can comprehend a wide range of long and complex texts, recognizing implicit meanings. They can express themselves fluently and spontaneously without having to search for words or expressions. They can use the language flexibly and effectively for social, academic, and professional purposes, producing clear, well-structured, and detailed texts on complex topics, demonstrating controlled use of organizational structures, connectors, and cohesion mechanisms.

ESSENTIAL INFORMATION

For the course *Pràctiques Professionals* students must preregister according to a calendar that is made public every year. The calendar can be consulted at the following link:
<https://www.uab.cat/web/estudiar/grados/oferta-de-grados/informacion-1345722453729.html>

Failure to preregister results in the impossibility to register for the course *Pràctiques Professionals*. A student will only be assigned an internship position if they have preregistered within the established deadline. The pre-enrolment of students takes into account the prioritisation of a maximum of five places offered. Places are allocated on the basis of the average marks on the student's transcript.

Objectives and Contextualisation

The internships are offered during the third and fourth year of the degree. Completion of the internship guarantees that the student will:

1. Make contact with an interesting professional area during his/her training period.
2. Acquire a knowledge of tasks related to this field.
3. Develop professional competence in a field related to studies undertaken during the degree.

Competences

English and French Studies

- Act with ethical responsibility and respect for fundamental rights and duties, diversity and democratic values.

- Adapt the acquired knowledge to the practical needs related to English and French literature, culture and linguistics in the professional field.
- Apply the concepts, resources and methods acquired to the different fields of applied English and French linguistics, in a global, multilingual, social context of language learning.
- Demonstrate the ability to work autonomously and in teams with the aim of attaining the planned objectives in multicultural and interdisciplinary contexts.
- Develop arguments applicable to the fields of English and French literature, culture and linguistics and evaluate their academic relevance.
- Evaluate and propose solutions to theoretical or practical problems in the fields of English and French literature, culture and linguistics.
- Make changes to methods and processes in the area of knowledge in order to provide innovative responses to society's needs and demands.
- Students can apply the knowledge to their own work or vocation in a professional manner and have the powers generally demonstrated by preparing and defending arguments and solving problems within their area of study.
- Students have the ability to gather and interpret relevant data (normally within their study area) to issue judgments that include reflection on important issues of social, scientific or ethical.
- 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 in order to undertake further training with a high degree of autonomy.
- Take account of social, economic and environmental impacts when operating within one's own area of knowledge.
- Understand and produce oral and written academic texts with appropriateness and fluency in distinct communicative contexts.
- Use digital tools and specific documentary sources to gather and organise information.
- Use spoken English and French correctly for academic and professional purposes related to the study of linguistics, history, culture and literature.

Learning Outcomes

1. Adapt language register to conditions of professional use.
2. Analyse situations in different professional fields and identify areas for improvement.
3. Apply the concepts and skills acquired to the professional environments to which students can gain access.
4. Apply the knowledge and skills acquired to professional and academic activities related to Linguistics, English teaching, English literature and culture.
5. Apply the knowledge and skills acquired to the analysis of professional problems and their resolution.
6. Autonomously search, select and process information both from structured sources (databases, bibliographies, specialized magazines) and from across the network.
7. Broaden linguistic, literary and cultural knowledge in their theoretical, methodological and applied aspects.
8. Correctly produce texts of distinct types, applying their linguistic and discursive specificities at a higher-proficient-user level (C2).
9. Critically analyse the principles, values and procedures that govern the exercise of the profession.
10. Explain the code of ethics, explicit or implicit, of one's own field of knowledge.
11. Express oneself effectively orally and in writing using expository and argumentative techniques.
12. Express oneself orally and in writing in English in an academic register and using the appropriate terminology in relation to the different professional fields that the students can access.
13. Express, orally and in writing, opinions or content in French with precision and clarity at a higher-proficient-user level (C2).
14. Identificar las implicaciones sociales, económicas y medioambientales de las actividades académico-profesionales del ámbito de conocimiento propio.
15. Identify distinct sociocultural or cognitive attitudes and representations linked to professional contexts in French.
16. Identify the distinct social actors linked to the field of French in potential professional contexts.

17. In French, justify in a reasoned, coherent and structured way one's own hypotheses and conclusions on topics of French language, linguistics, literature or culture based on relevant documentation, bibliography and data.
18. Interact ethically, professionally and efficiently in the professional fields related to linguistics, teaching and literary and cultural management in English.
19. Know how to interpret the meaning of a text in French at a higher-proficient-user level (C2).
20. Plan and organise the tasks required during work placements.
21. Plan work effectively, individually or in groups, in order to fulfil the planned objectives.
22. Produce organised and correct oral or written discourse in French adapted to professional purposes.
23. Produce written and oral academic texts in English at mastery level (C2) on the concepts and competences acquired during work placements.
24. Propose new methods or well-founded alternative solutions to the professional situations analysed.
25. Propose solutions to theoretical or practical problems in a professional field related to French literature, culture and linguistics.
26. Propose viable projects and action which can promote social, economic and environmental benefits.
27. Understand specialised academic texts at Advanced User level (C1) in French relevant to different professional fields.
28. Understand specialised academic texts at Mastery level (C2) in English which are relevant to different professional areas.
29. Use basic digital instruments and bibliographical instruments in French in a specific professional context.
30. Work with independence and initiative, integrating the contributions of others and respecting the established work plan.

Content

Specific educational cooperation agreements will be signed by each student enrolled, the collaborating institution, and the UAB, in order to establish the regulatory framework under which the internship can be carried out.

The regulatory framework for internships includes two different modes:

MODE A. An internship signed by an external collaborating partner and UAB. The UAB will sign as many specific agreements as there are students enrolled in this mode.

MODE B. Internships within the ambit of the UAB, related to research projects within the departments offering the 2 Internships within the ambit of the UAB, related to research projects within the departments offering the relevant degree program. In this case, the internship will be established by signing a work experience agreement with the UAB, which specifies conditions, according to an official model.

Fields of External Internships for the English and French Degree:

1. Teaching at a school (Departament de Filologia Anglesa i Germanística)
2. Teaching assistant (Departament de Filologia Anglesa i Germanística)
3. Research assistant (Departament de Filologia Anglesa i Germanística)
4. Teaching (Departament de Filologia Francesa i Romànica)
5. Translation (Departament de Filologia Francesa i Romànica)
6. Linguistic consulting (Departament de Filologia Francesa i Romànica)
7. Cultural services (Departament de Filologia Francesa i Romànica)

For more specific information, please check guides for External Internships in English Studies Degree and French Studies Degree.

Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Training for workplace insertion	7.5	0.3	9, 2, 10, 29, 15, 14, 21, 24, 26, 30
Type: Supervised			
Internship tasks within the collaborating institution	125	5	1, 7, 9, 2, 3, 5, 4, 17, 6, 28, 27, 8, 22, 10, 13, 11, 12, 29, 15, 16, 14, 18, 20, 21, 23, 24, 26, 25, 19, 30
Tutorial meetings	10	0.4	3, 29, 20
Type: Autonomous			
Preparation of a synthesis report of the activities carried out	7.5	0.3	17, 27, 22, 13, 11, 12, 23

The specific training offered depends on the professional activity of the collaborating institution. In the same way, the results of learning will vary depending on the specific skills acquired during the practicum.

The tutor from the collaborating entity or research project will be responsible for indicating and supervising the activities carried out by the student within the framework of the External Internship, in accordance with the corresponding training plan.

The student will receive ongoing coordination (in-person or virtual) during the internship and at the end.

Students must complete a minimum of two tutorial sessions (in-person or virtual) during the period of completion of the PE. The tutor will write a record of these meetings.

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
Student's report	20	0	0	8, 22, 13, 11, 12, 23
Tutor's Final Report	70	0	0	1, 7, 9, 2, 3, 5, 4, 17, 6, 28, 27, 8, 22, 10, 13, 11, 12, 29, 15, 16, 14, 18, 20, 21, 23, 24, 26, 25, 19, 30

The evaluated learning outcomes in the final report may vary depending on the professional competencies required by the company/institution/center offering the internship.

Upon completion of the internship, the following reports will be submitted to the academic tutoring of the chosen field of study:

1. The tutor from the collaborating entity will prepare a final report, including the number of hours completed and assessments of the aspects related to the generic and specific competencies established in the Training Plan (within a maximum period of 15 days and following the established template).
2. The student will prepare a final report (or self-assessment) assessing the tasks performed and the knowledge and competencies acquired in relation to their university studies. The submission of this report by the student is an essential requirement for the final evaluation.

Based on the tutor's report from the collaborating entity, the student's report, and the conducted supervision, the academic coordination of internships in the chosen field of study will evaluate each student's internship and assign a grade for the course.

As part of the training activities specified in the assessment for the *Pràctiques Externes/Prácticas Externas*, students must fulfil these two requirements:

- 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*.
- 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*.

No *Matrícula d'Honor* grade is awarded due to the optional nature of this grade and the heterogeneity of this subject in the different degrees taught in the Faculty.

The course *Pràctiques Externes* cannot be reassessed in the event that the student fails. Single assessment is not incorporated in this subject.

In the event of a student committing any irregularity that may lead to a significant variation in the grade awarded to an assessment activity, the student will be given a zero for this activity, regardless of any disciplinary process that may take place. In the event of several irregularities in assessment activities of the same subject, the student will be given a zero as the final grade for this subject.

Bibliography

Any relevant bibliography will be provided by the internship tutors according to the tasks the student is expected to perform.

Software

No software needed.

Language list

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