UAB
Universitat Autònoma de Barcelona

Professional Practice

Code: 42456
ECTS Credits: 10

2024/2025

Degree	Type	Year
4313500 Public Administration	OT	0

Contact

Name: Ixchel Perez Duran

Email: ixchel.perez@uab.cat

Teaching groups languages

You can view this information at the end of this document.

Prerequisites

Students must have completed the theoretical modules of the Master's degree

Objectives and Contextualisation

The aim of this module is to allow the student to apply the knowledge acquired during the Master's degree. It is expected:

1. Students should know from their own experience how a public or parapublic organisation works and that this can provide them with a first contact with the professional environment of this degree.
2. Students should know how to apply the acquired knowledge and to use their problem-solving skills to cope with problems in new or little known environments, within broader (or multidisciplinary) contexts related to their area of study.

Competences

- Address complex public intervention situations, possibly involving ethical dilemmas, on the basis of proposals founded both on explicit values and on conceptual and methodological rigour.
- Analyse public policies in different sectorial areas.
- Design and evaluate processes of public intervention in specific social, political and sectorial situations and problem areas.
- Design technical projects and reports using the appropriate research methodology.
- Evaluate projects, reports and analyses produced by others, with appropriate methodological and argumentative criteria.
- Lead projects within inter-organisational environments, with different levels and different political and administrative contexts.
- Manage a varied and complex body of data and sources.
- Propose innovative solutions to solve social and political problems.
- Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.
- Work in international and multidisciplinary teams, with members from varying social, political, cultural and administrative backgrounds.

Learning Outcomes

1. Address complex public intervention situations, possibly involving ethical dilemmas, on the basis of proposals founded both on explicit values and on conceptual and methodological rigour.
2. Analyse the information compiled with the appropriate methodology.
3. Design technical projects and reports using the appropriate research methodology.
4. Evaluate projects, reports and analyses produced by others, with appropriate methodological and argumentative criteria.
5. Identify and compile the important data for dealing with a situation defined as an object of intervention.
6. Lead projects within inter-organisational environments, with different levels and different political and administrative contexts.
7. Prepare outlook, monitoring or evaluation reports on public policies, based on a methodology of rigorous analysis.
8. Prepare technical reports to advise on proposals for action based on a rigorous methodology.
9. Prepare technical reports to evaluate public intervention processes.
10. Present conclusions before critical audiences.
11. Propose innovative solutions to solve social and political problems.
12. Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.
13. Work in international and multidisciplinary teams, with members from varying social, political, cultural and administrative backgrounds.

Content

The practices will be carried out during the third quarter of the academic year, with a dedication equivalent to 10 cr. ECTS (300 hours).

The students will have to elaborate a brief report of the professional practice (approximately 1000 words) where they will evaluate this experience and its relation with the knowledge acquired during the Master's degree. There are two calls, but both will be considered the first call in evaluation acts.

Report of the professional practice

It must include:

1. Presentation of the organization in which the student have done their intership (200 words):

1. General objectives and reason for being
2. Structure and organization
3. Human and material resources

2. Activity developed by the student (250 words):

1. Internship's objectives
2. Tasks developed
3. Knowledge acquired in the Master's applied in the development of assigned tasks

3. Contribution of the tasks to the training in Public Management (250 words)

1. Transversal skills
2. Technical skills (software, languages, etc.)
3. Theoretical skills

4. Evaluation of the internship (250 words):

1. Degree of achievement of the proposed objectives
2. Degree of integration of the student in the organization's activity and relationship with the tutor
3. Use of the knowledge acquired throughout the Masters for the development of assigned tasks
4. Strengths and weaknesses of the entity and possible proposals for improvement, if applicable
5. Positive and negative aspects of the experience

Annex (if necessary)

1. Material produced during practice (report, presentations, ...)

Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Type: Directed	25	1	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Type: Supervised			
Type: Supervised	150	6	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Type: Autonomous			
Type: Autonomus	75	3	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13

Throughout their professional practice, the students will be supervised by a tutor, but it is expected that most of their work will be autonomous, and they will have to carry out the tasks assigned to them.

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
Assessment made by the practice tutor	50%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Student's report	50%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13

The evaluation will take into account the assessment made by the practice tutor and will be based on the student's report.

Bibliography

The list of references will include specific references in the field of the professional practice, provided by the tutor and the Master's lecturers.

Software

No specific software is used in this course.

Language list

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