

Degree programme	Type	Course
East Asian Studies	OP	4

Contact lecturer

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Group languages

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

Prerequisites

- Commitment to the group.
- Recognition and respect the diversity and plurality of ideas, persons and situations.
- Interpersonal skills.
- Flexibility and ability to adapt to new situations.
- Ethical commitment.
- Willingness to abide by a professional code of conduct.
- Commitment to ensure the quality of one's own work.

Objectives

The objective of this course is to enable students to use and complement knowledge acquired during their academic training regarding the East Asian world, boosting the acquisition of competences and preparing them for professional activities, enhancing their employability and encouraging their entrepreneurial ability.

At the end of the course, the student will be able to:

- Participate in group work.
- Make commitments regarding the group.
- Analyse situations and tasks.
- Look for and value relevant information before judging.
- Recognise cultural diversity.
- Abide by a professional code of conduct.
- Ensure the quality of one's own work.

Learning outcomes

1. Carrying out a practical work in an international, multilingual and multicultural context.
2. Developing critical thinking and reasoning and communicating them effectively both in your own and other languages.
3. Developing self-learning strategies.
4. Respecting the diversity and plurality of ideas, people and situations.
5. Producing innovative and competitive proposals in research and professional activity.
6. Having interpersonal skills.
7. Students must be flexible and capable of adapting to new circumstances.
8. Respecting the gender equality.

9. Working in teams in an international, multilingual and multicultural context.
10. Working in interdisciplinary and intercultural groups.
11. Solving conflict situations.
12. Ensuring the quality of one's own work.
13. Designing and managing projects.
14. Promoting the sustainable development.
15. Following the characteristic code of ethics of the professional practice.
16. Knowing the demands and requests of the market labour and making the most of the corresponding continued training offer and other channels of self-formation.
17. Use specific search engines.
18. Use computer programmes for specific objectives.

Contents

- Solving problems related to the exercise of intercultural communication and/or mediation.
- Performing tasks and projects related to the administration and management of companies in East Asia / from East Asia.
- Performing tasks related to translation and interpreting.
- Performing administration and management tasks.
- Solving problems related to interlinguistic and intercultural communication and/or intercultural mediation.

Learning activities and methodology

Title	Hours	ECTS	Learning outcomes
Projects and tasks related to the management of East Asian or East Asia-related companies	26	1.04	1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18
Professional orientation in the East Asian field	9	0.36	6, 7, 9, 10, 15, 16
Solving problems of intercultural communication and/or mediation	25	1	1, 2, 4, 6, 7, 8, 9, 10, 11, 15, 16
Tasks related to translation and interpreting	35	1.4	1, 2, 3, 6, 7, 8, 9, 12, 15, 16
Administrative and management tasks	132	5.28	1, 2, 3, 4, 5, 6, 7, 9, 11, 12, 13, 15, 16, 17, 18
Solving problems of intercultural communication and/or mediation	60	2.4	1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

"Pratiques Externes" (Internship) is an annual 12 ECTS-credit optional subject offered in the fourth (final) year of the BA in East Asian Studies. It is regulated by this course programme.

This internship is offered as part of the undergraduate degree syllabus and, as such, is a curricular activity which involves students working on tasks related to any aspect of their East Asian Studies programme in either companies/organisations off campus, or UAB campus institutions/departments. These internship positions are not remunerated.

This subject comprises a total of 300 hours, 200 of which the student works *in situ* for the company/organisation or centre - some internships offer students the option to work online. The remaining 100 hours are set aside for two purposes. First, for scheduled information and professional orientation sessions at the Faculty or by video conference - the Internships Coordinator will inform students in due time of where and when. Second, these hours also cover autonomous work by the student such as writing up their professional folder and final summary report, which must both be completed at the end of the internship.

Methodologies:

- Problem solving.
- Carrying out the task.
- Case studies.
- Cooperative learning techniques.
- Master classes.

There will be continuous tutoring at the Faculty of Translation and Interpreting (internal tutor), and at the entity where the student does the practicum (external tutor).

More information is available on the subject website:

[<https://www.uab.cat/web/study/ba-degrees/academic-information/internship/internship-east-asian-studies-degree>

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	Weight	Hours	ECTS	Learning outcomes
Summaries or appraisals of the professional orientation sessions (assessment by subject coordinator)	8%	7	0.28	3, 5, 16
Assessment of the tasks carried out in the company or organisation (external tutor report)	65% (summation)	2	0.08	1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18
Professional folder (internal tutor report)	25%	2	0.08	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18
Final report (assessment by subject coordinator)	2%	2	0.08	2

The student is expected to accomplish the following:

- 1) 200 hours of work practice in a company/organisation (*in situ* or online). Assessed by the external tutor via a report (web form). 65% of the total grade.
- 2) Final summary report (web form) to be submitted once the internship period has finished. Assessed by the subject coordinator. 2% of the total grade.
- 3) Professional folder to be submitted once the internship period has finished. Assessed by the internal tutor via a report (web form). 25% of the total grade.
- 4) Summaries or appraisals of the professional orientation sessions organized by the subject coordinator - vice dean in Internacionalization and Professional Growth. Assessed by the subject coordinator. 8% of the total grade.

Final summary report

The form for submitting the final summary report will be found on the internship website: <

<https://www.uab.cat/web/study/ba-degrees/academic-information/internship/internship-east-asian-studies-degree>>.

Through multiple choice questions and some text fields, the student is asked for a brief description and assessment of the tasks performed during the internship, the entity or company where he has carried them out and other aspects related to the development of the subject and the skills acquired.

Professional folder

The student must send the professional folder in pdf. format to his/her internal tutor. The professional folder must include the following documents:

- Cover letter.
- Curriculum vitae.
- Selection and comments on some samples of the tasks carried out during the internship that demonstrate competence in the area of East Asia. Permission must be requested from the company or entity to include these samples in the professional folder and, if necessary, any confidential data must be concealed.
- Fictitious invoice.
- Fees table.

For further details, see the document \"Professional folder\" on the course webpage indicated above.

Professional orientation sessions

During the year, several professional orientation sessions will be organised, mostly face-to-face or video lectures given by employment guidance experts (employment guidance in general or focused on East Asian Studies). These lectures will be previously announced by e-mail, and will take place preferably when other classes are not scheduled. The student must submit within one week to the subject coordinator (by the channel the coordinator determines) a free writing summary-valoration of every session (minimum 10 lines). Summaries from students who did not attend the sessions will not be accepted, reason why attendance control will be carried out.

Missed/failed assessment activities

Given the characteristics of this subject, it is not possible to retake it in the same academic year, as \"assessment linked to an academic and/or professional task of a semester or annual duration is excluded from the application\" (FTI Regulation on retaking assessment activities in the case of a NOT PRESENTED or a FAIL, Point E.1, approved by Faculty Board of June 9, 2010).

Review

When publishing final marks prior to recording them on students' transcripts, the lecturer will provide written notification of a date and time for reviewing assessment activities. Students must arrange reviews in agreement with the lecturer.

Misconduct in assessment activities

Students who engage in misconduct (plagiarism, copying, personation or identity theft, etc.) in an assessment activity will receive a mark of \"0\" for the activity in question. In the case of misconduct in more than one assessment activity, the students involved will be given a final mark of \"0\" for the subject.

Single assessment

This subject is not suitable for single assessment.

Use of GenAI

In this course, the use of Artificial Intelligence (AI) technologies is not permitted at any stage of the assessment activities. Any work that includes AI-generated content will be considered a breach of academic integrity and will be graded a 0, regardless of any disciplinary proceedings that may be initiated.

IMPORTANT: The above information on assessment, assessment activities and their weighting is merely a guide. The subject's lecturer will provide full information when teaching begins.

More information: <

<https://www.uab.cat/web/study/undergraduate/academic-information/evaluation/what-is-it-about-1345670077352>.

Bibliography

The student will receive from each entity or tutor the necessary bibliography to carry out the assigned tasks.

Software

The use of specific software that requires prior knowledge on the part of the student must be made explicit by the company or collaborating entity within the internship offer.

Course groups and languages

The information provided is provisional until November 30. After this date, you will be able to consult the language of each group through this [link](#). To access the information, you will need to enter the course CODE

Type of teaching	Group	Language	Semester	Shift
(PEXT) Pràctiques externes i pràcticum	1	Unknown	Undefined	morning-mixed