

Degree programme	Type	Course
Accounting and Finances	PRO	4

Contact lecturer

Name : Francesc Josep Uroz Felices

Email : franciscojose.uroz@uab.cat

Teaching staff

Jordi Rizo Gubianas

Jordi Celma Sanz

Francesc Gomez Valls

Maria Rosa Rovira Val

Dídac Leiva Portoles

Xavier Sentis Ros

Group languages

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

Prerequisites

The requeriments for enrolling of work Placement are two:

1. Have all the subjects of the first year passed
2. Have passed a mínimun of 150 ECTS of the degree.

Objectives

The subject has two main objectives:

1. To put intor practice the theoretical acquired in the different courses followed during the degree in order ton enhance the academic training ot the student and thus be able to complement the academic training received.
2. To provide students with a firts direct approach to the professional and business world linked to the area of the accounting and finance, which will allow them to identify the professional profile thas is most suited to the skills and competences acquired during their academic training.

Learning outcomes

- CM52 (Incorporate the skills of sustainability, entrepreneurship, innovation, creativity and digital skills in the degree to develop economic, financial and accounting management and administration activities in internships.) Incorporate the skills of sustainability, entrepreneurship, innovation, creativity and digital skills in the degree to develop economic, financial and accounting management and administration activities in internships.
- CM53 (Apply economic, accounting and financial knowledge to the study of problems related to consulting, auditing and business management in one's own field.) Apply economic, accounting and financial knowledge to the study of problems related to consulting, auditing and business management in one's own field.
- CM54 (Communicate the economic-financial information in a clear, simple and didactic manner in the professional fields associated with the degree.) Communicate the economic-financial information in a clear, simple and didactic manner in the professional fields associated with the degree.
- CM55 (Obtain relevant and professional information related to business management.) Obtain relevant and professional information related to business management.
- CM56 (Describe specific problems of the company or organisation.) Describe specific problems of the company or organisation.
- CM57 (Apply the knowledge acquired to problem-solving and decision-making in practical issues using quantitative techniques.) Apply the knowledge acquired to problem-solving and decision-making in practical issues using quantitative techniques.
- KM30 (Describe business negotiation techniques in the field of human resources.) Describe business negotiation techniques in the field of human resources.
- SM42 (Identify how different information systems are used to support different business decisions.) Identify how different information systems are used to support different business decisions.

Contents

Work placement will be done basically in different companies of Barcelona and metropolitan area with which the corresponding collaboration agreements have been established for this purpose and that they fit the profile of the students of this degree.

The content of the practicum will be variable and will depend on the receiving entity of the student, but in any case the academic tutor will take care that he tries to develop the activities and tasks adjusted to his degree training in which the student can learn in a significant way.

Learning activities and methodology

Title	Hours	ECTS	Learning outcomes
Report	15	0.6	CM53, CM56, CM57, KM30, SM42
Meetings with the tutor and the coordinator	5	0.2	CM54, CM55
Internship	420	16.8	CM52, CM53, CM54, CM57, KM30, SM42
Supervising	10	0.4	CM54, CM55, CM56

Twenty-five students may enroll in July based on their academic record. Throughout the month of September

(second fortnight of September) the remaining ten - fifteen places will be opened. Students who want to opt for any of these places must fill out an application in the academic management. If there is more demand than supply of places, the selection criterion will be the academic record.

Students who have entered the external internship subject will not be able to bring their internship proposal. Extracurricular external internships cannot be recognized or validated or continue carrying out curricular internships where extracurricular internships have been carried out. The approval of the employment contract, nor its transformation, adaptation or development of any practical training activity, will not be accepted as a valid practice. This subject is not subject to equivalence with other subjects and/or work experiences.

An Internship Commission will validate the fit of the student's profile with the needs of the company and the relationship between the subjects previously studied and the characteristics and spirit of the internships.

The resolution of the accepted practices will be made between the second half of October and the first half of November.

In all cases, the selection criteria will be based mainly on the weighted average of the student's academic record.

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
Evaluation from the academic tutor	60%	0	0	CM52, CM53, CM54, CM55, CM56, CM57, KM30, SM42
Evaluation from the company's tutor	40%	0	0	CM52, CM53, CM54, CM55, CM56, CM57, SM42

The evaluation of the subject will be based on the following reports and the weight indicated below:

1. Evaluation from the academic tutor based on both his direct supervision of the student during the period of the internship and the student's self-reported assessment of his/her learning through a self-report. This assessment will be supervised by the internship coordinator. Weight: 60%.
2. Evaluation from the company's tutor about the student's learning during the internship period. Weight: 40%.

The internship will only be evaluated if the student effectively completes at least 420 hours in the company. In case the student is sick or he loses some days for personal reasons, he will have to recover the hours. The internship calendar will be adjusted to the working calendar of the collaborating institution.

The final assessment will be contingent upon the timely and proper submission of the respective reports by the students, along with their corresponding contents. Any student who fails to submit their final report by the deadline for their internship will receive a grade of "not assessable."

Templates for the various reports will be available on the course's virtual campus.

The final grade will be determined by the academic advisor based on their evaluation of the different reports.

Irregularities in Assessment Records

Without prejudice to any other disciplinary measures deemed appropriate, and in accordance with current academic regulations, "if a student commits any irregularity that could lead to a significant change in the grade for an assessment, that assessment will be graded as 0, regardless of any disciplinary proceedings that may be initiated. If two or more students commit irregularities in the same subject, the final grade for that subject will be 0." Section 10 of Article 116. Assessment Results. (UAB Academic Regulations)

The completion of assessment activities is subject to the provisions set out in this course guide and in the "Policy of the School of Economics and Business on the Detection of Irregularities during Assessment Activities", which regulates the conditions under which assessment tasks are conducted and the procedures applicable in cases where indications of irregularities are detected. Students are encouraged to consult the policy.

Artificial Intelligence

Prohibited use: "In this subject, the use of Artificial Intelligence (AI) technologies is not allowed in any of its phases. Any work that includes fragments generated with AI will be considered a lack of academic honesty and may lead to a partial or total penalty in the grade of the activity, or greater sanctions in serious cases.

This subject that do include eh comprehensive evaluation option.

Bibliography

To be determined in each case.

Software

To be determined in each case. In order to fully follow the internship, it is recommended to have a good knowledge of Excel and Word applications.

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	Catalan	second semester	morning-mixed