

Degree programme	Type	Course
Interactive Communication	OP	4

Contact lecturer

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Teaching staff (external to UAB)

El/la tutor/a responsable de l'empresa o institució de pràctiques

Group languages

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

Prerequisites

The student must have a Personal Social Security Number (NUSS), have enrolled in the course and have passed 120 ECTS, 60 of which must be from the first year, when applying for the call for applications. It is also necessary for the work placement agreement to be signed by the student, the degree coordinator and the company/institution before the placement begins.

<https://www.uab.cat/web/estudiar/graus/graus/informacio-general-1345902978540.html>

At the start of the academic year, the Department responsible for this subject will notify the Faculty of the teaching staff appointed as tutors.

Objectives

To promote student engagement with companies and institutions through hands-on experience, allowing the to carry out tasks closely aligned with the professional profile of their degree.

Learning outcomes

1. Apply learning skills in a professional environment that requires self-reliance for problem-solving.
2. Work independently to solve problems and take good decisions in the workplace, on the basis of the knowledge acquired.
3. Implement information systems.
4. Demonstrate thorough awareness of the basic technological infrastructure needs of the information systems used in the profession.
5. Bring together knowledge of technology, the humanities and social sciences to create products and services with a distinct professional identity.

6. Conceive and develop fully fledged projects in the placement workplace.
7. Gain initiative and leadership skills and generate creative ideas in the workplace.
8. Adapt to situations arising in a new work environment.
9. Submit a high-quality placement report on time.
10. Perform the assigned tasks, organising the work to meet the deadlines set.
11. Show respect towards colleagues in the placement organisation, regardless of their race, ideology, gender, etc.
12. Apply professional standards at work.
13. Propose viable projects and actions to boost social, economic and environmental benefits.
14. Propose projects and actions that are in accordance with the principles of ethical responsibility and respect for fundamental rights and obligations, diversity and democratic values.
15. Propose projects and actions that incorporate the gender perspective.
16. Communicate using language that is not sexist or discriminatory.

Contents

Work placements in companies and public and commercial institutions.

For more information, please consult the \"Práctiques Externes\" section of the Faculty's website:

<https://www.uab.cat/web/estudiar/graus/graus/informacio-general-1345902978540.html>

Assessment

At the end of the stay in the organization, the assessment will be carried out.

The assesment of the practical work will be obtained from the marks of three evidences.

1.- The preparation of a report on the practical work completed during their placement. The faculty-appointed practicum tutor will determine the specific format and content of the report to be submitted for evaluation. (30%).

It is recommended to consult the faculty's published guidelines on the final report:
<https://www.uab.cat/doc/informefinaldepracticum.pdf>

2. Assessment report from the tutor of the company or institution where the placement work has taken place.

(60% of the final grade).

3. Supervisory duties by the Faculty tutor based on the student participation in supervision sessions (10% of the final grade).

Students must attend a minimum of two supervision sessions with their assigned faculty tutor, one at the beginning and one at the end of the placement period.

As a measure to improve the teaching follow-up, a brief monthly progress report may be requested, which will also have an evaluative nature and purpose, as well as other complementary documents, such as a brief sheet on the data, characteristics and circumstances of the work placement.

To pass this course, students must obtain a final grade of 5 or higher.

Students must use the document templates (final report, organization's assessment document, etc.) provided by their assigned practicum academic tutor. They must also follow their specific instructions.

As a rule, the final report must be submitted to the academic tutor within a maximum of 10 calendar days after the end of the placement.

Students who fail to complete at least 2/3 of the agreed placement hours, or/and who do not obtain an assessment document from their placement tutor/company, will be marked as "not assessable".

This course, due to its own configuration, cannot be recovered.

For further information, students are recommended to consult the "Practicum Regulations" and "Final Practicum Report", available on the Faculty's website:

<https://www.uab.cat/web/estudiar/graus/graus/informacio-general-1345902978540.html>

Grade Review Procedure:

The grade review process is automatically triggered upon publication of final grades (either digital or on a notice board near the lecturer's office). From that moment, students have one week to request, by e-mail, a tutorial with the teacher responsible for this subject to review the final grade. No review requests will be accepted after the one-week deadline.

This guide is a general regulatory framework of the practicum. However, students should note that academic tutors may change each semester and differ between enrolment groups. The Departments manage the assignment of tutors and is subject to changes. For this reason, the list of tutors is not included in this annual guide. Tutor assignments will be published by the departments once determined.

Learning activities and methodology

Title	Hours	ECTS	Learning outcomes
Internships in companies and institutions	300	12	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Internships in companies and institutions

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
Report	100%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

The evaluation will be made, once the stay in the means of communication, from the final report that the student presents to his tutor or academic tutor and the evaluation report provided by the company.

At the beginning or at the end of the stay in the communication company, it will be necessary for the students to do a tutorial with the tutor responsible for this subject.

As a measure to improve teacher follow-up, a reduced monthly report can be requested, which will also have an evaluative character and purpose, as well as other complementary documents, such as a brief file on the data, characteristics and circumstances of the internship position.

To pass this course, it is required to obtain a final grade equal to or greater than 5.

In order to be evaluated, students must use the document models (memory, company evaluation document, etc.) that each academic year indicates and / or expressly provide their academic tutor of the practicum. And they must also follow your specific instructions.

As a general rule, the final report and the evaluation document signed by the internship company must be delivered to the academic tutor within a maximum period of 10 calendar days from the last day of practice.

Students who do not make at least 2/3 of the hours set in the agreement, or / and who do not obtain an evaluation document from their tutor from the internship company, will be considered as not evaluable.

This subject, by its own configuration, is not recoverable.

This subject doesn't provide for the single assessment system.

For further information, students are recommended to consult the \"Practicum Regulations\" and \"Final Practicum Report\", available on the Faculty's website.

<https://www.uab.cat/web/estudiar/graus/graus/practicum-1345703985170.html>

Review of notes:

The revision of notes is an automatic procedure that begins when the note is made public (either posted on the board installed next to the office of the responsible teacher or through some other digital or analogue means). From that moment, the students have a week to request, by e-mail, a tutorial with the teacher responsible for this subject to analyze the final grade. After one week from the date of publication of a note, no request for note revision will be accepted.

This guide is a general regulatory framework for the practicum, but students should bear in mind that the academic tutors may change each semester and be different for the different enrolment groups. The assignment of tutors for each semester and enrolment group depends on the Departments with assigned teaching, which are responsible for publishing the names of the tutors for students to know. For this reason, as it is diverse and changing, the \"teaching team\" cannot be included in this annual guide.

Bibliography

Without bibliography.

Software

There is no specific software for this course.

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