

Degree programme	Type	Course
Public Administration	OP	0

Contact lecturer

Name : Carola Castella Josa

Email : carola.castella@uab.cat

Teaching staff

Ixchel Perez Duran

Group languages

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

Prerequisites

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

Objectives

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.

Learning outcomes

1. Propose innovative solutions to solve social and political problems.
2. 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.
3. Work in international and multidisciplinary teams, with members from varying social, political, cultural and administrative backgrounds.
4. Design technical projects and reports using the appropriate research methodology.
5. Evaluate projects, reports and analyses produced by others, with appropriate methodological and argumentative criteria.
6. Solve problems in new or little-known situations within broader (or multidisciplinary) contexts related to the field of study.

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. Identify and compile the important data for dealing with a situation defined as an object of intervention.
11. Analyse the information compiled with the appropriate methodology.
12. Present conclusions before critical audiences.
13. Lead projects within inter-organisational environments, with different levels and different political and administrative contexts.

Contents

The practices will be carried out during the third quarter of the academic year, with a dedication equivalent to 10 cr. ECTS (250 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, ...)

Learning activities and methodology

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

Continuous assessment activities

Title	Weight	Hours	ECTS	Learning outcomes
Student's report	50%	0	0	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Assessment made by the practice tutor	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.

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
(PEXTm) Pràctiques externes i pràcticum (màster)	1	Unknown	Undefined	morning-mixed