

**Work Placement**

Code: 103399  
ECTS Credits: 6

Degree	Type	Year	Semester
2501913 English and French	OT	3	0
2501913 English and French	OT	4	0

**Contact**

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**Use of Languages**

Principal working language: catalan (cat)  
Some groups entirely in English: Yes  
Some groups entirely in Catalan: No  
Some groups entirely in Spanish: No

**Other comments on languages**

French or English will be the working languages for those students that carry out their practicum in French Language and Literature or English Language and Literature, respectively.

**Teachers**

Merce Coll Alfonso  
Angels Catena Rodulfo

**Prerequisites**

Students wishing to enrol in the practicum must complete a preinscription with the faculty. Details concerning the preinscription will be available on the faculty website.

The student must have passed all first year subjects, and obtained a total number of 120 credits from their first three years of study.

The student must be enrolled in the course before starting work with the collaborating institution.

The timetable for carrying out the internship must be compatible with the student's academic and training timetables in the University. The programme of internship activities will be laid down according to the characteristics and availability of the collaborating institution.

Since students enrolled in the internship will have obtained credits in basic training and mandatory second and third year subjects, it is expected that they will express themselves correctly both orally and in writing.

English Language and Literature:

A level of English equivalent to C1, (Common European Framework of Reference for Languages: Learning, Teaching, Assessment), is required. Students will be able to understand a wide range of longer texts, and recognize implicit meaning; express themselves fluently and spontaneously without excessive searching for words or expressions; use language flexibly and effectively for social, academic and professional purposes;

produce clear, well-structured, detailed text on complex subjects, showing controlled use of organizational patterns, connectors and cohesive devices.

French Language and Literature:

An initial level of French of C1 is required. This level may vary according to the needs of the collaborating companies or institutions. Eventually, a test of language may be necessary to accredit the requested level.  
Objective

## Objectives and Contextualisation

The internships are offered during the third and fourth year of the degree.

Completion of the internship guarantees that the student will:

- Make contact with an interesting professional area during his/her training period
- Acquire a knowledge of tasks related to this field
- Develop professional competence in a field related to studies undertaken during the degree.

## Competences

- English and French
- Respect the diversity and plurality of ideas, people and situations.
- Students can apply the knowledge to their own work or vocation in a professional manner and have the powers generally demonstrated by preparing and defending arguments and solving problems within their area of study.
- Students have the ability to gather and interpret relevant data (normally within their study area) to issue judgments that include reflection on important issues of social, scientific or ethical.
- Students must develop the necessary learning skills in order to undertake further training with a high degree of autonomy.

## Learning Outcomes

1. Apply the tools and know consult the specific documentary sources.
2. Autonomously search, select and process information both from structured sources (databases, bibliographies, specialized magazines) and from across the network.
3. Maintain an attitude of respect for the opinions, values, behaviors and practices of others.
4. Organize own time and resources to work: design plans with prioritization of targets, timetables and commitments for action.
5. Recognising the importance of controlling the quality of the work results and their presentation.
6. Recognize and implement the following skills for teamwork: the same commitment, collaboration habits, capacity to join troubleshooting.
7. Reflect on the work itself and the immediate surroundings with the intention of improving them continuously.
8. Use information in accordance with scientific ethics.
9. Using computing tools, both basics (word processor or databases, for example) and specialised software needed in the professional practice.
10. Using in an efficient and autonomous manner the basic philological tools.

## Content

Specific educational cooperation agreements will be signed by each student enrolled, the collaborating institution, and the UAB, in order to establish the regulatory framework under which the internship can be carried out.

The regulatory framework for internships includes two different modes:

- An internship signed by an external collaborating partner and UAB. The UAB will sign as many specific agreements as there are students enrolled in this mode.
- Internships within the ambit of the UAB, related to research projects within the departments offering the relevant degree programme. In this case, the internship will be established by signing a work experience agreement with the UAB, which specifies conditions, according to an official model.

In both cases it is required that the student takes out an insurance policy covering civil responsibility and liability, given that the standard student insurance is insufficient. In order to validate this complementary policy contracted by the UAB, the student must pay a fee at the time of enrollment (estimated price: €6).

The following places were offered in 2017-2018:

#### French Language and Literature

Mode A: internship signed by an external collaborating partner and UAB

- Alliance Française
- Centre de Formació d'Adults Maria Rúbies
- Labdoo.org; Iglobal Translators
- Red Link To Media SL
- Inbenta Professional Services SL
- Institut Doctor Puigvert.

Mode B: Practicum at UAB

- Departament de Filologia Francesa i Romànica

#### English Language and Literature

Mode A: internship signed by an external collaborating partner and UAB

- Casp Sagrat Cor de Jesús (BCN) (2 + 2)
- UAB Idiomes Bellaterra (CAL) (2+2)
- Secció d'Institut de Parets del Vallès(1 + 1)
- Yessi Language School (Cerdanyola) (2+2)
- British House Language School (Rubí) (2+2)
- UAB Idiomes Barcelona (EIM) (1 + 1)
- Connect Language School (Vic) (1 + 1)
- Euncet UPC (Terrassa) (1+1)
- CIFE Languages (Santa Perpetua de Mogoda) (1+1)
- Escola Santa Clara (Sabadell) (1+1)
- Talinga Centre Educatiu (Montcada i Reixac) 1+1
- CEA Global Education (BCN) (8+8)
- SES Cerdanyola.(Cerdanyola) 1 + 1
- Chaplin's School (Rubí) 1 + 1
- Espai Idiomes (Rubí) 1 + 1
- Meeting Point (Cerdanyola) 1 + 1
- Escola La Sinia (Ajuntament) (Cerdanyola) 1 + 1

Mode B: Practicum at UAB

Departament de Filologia Anglesa:

- Group Tutor for Speaking Practice Sessions, Usos Basics, UAB (3+3)
- Research assistant in a project on Language Learning (EFLIC - English as a Foreign Language in Instruction Contexts - 2017SGR752) (1)
- Research assistant in a project on Phonetics (1)

The Practicum coordinator will assign places according to students' CV and academic record.

## Methodology

The specific training offered depends on the professional activity of the collaborating institution.

In the same way, the results of learning will vary depending on the specific skills acquired during the practicum.

## Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Training for workplace insertion	7.5	0.3	6, 5
Tutorials with Internship Coordinator	10	0.4	4, 5
Type: Supervised			
Internship tasks within the collaborating institution	125	5	1, 2, 3, 4, 6, 5, 9, 10, 8
Type: Autonomous			
Preparation of final report	7.5	0.3	6, 5

## Assessment

Learning outcomes assessed in the final report may vary depending on the professional skills required by the company / institution / centre that offers the internship.

At the end of the internship the following reports will be presented to the academic tutor in the relevant field of study:

- The tutor in the collaborating institution will issue a final report, showing the number of hours completed, with relation to the generic and specific competences which appear in the training project, within a maximum period of 15 days, following the model established.
- Students will prepare a final report with an assessment of tasks completed and their relation to knowledge and skills acquired in their university studies. The student must hand in this report as a prerequisite for the final evaluation. Dates for delivery of this report are: 31/01/2020 for first semester internships, 26/06/2020 for second semester internships.
- The academic tutor in the relevant field of study will evaluate the internship and fill in the relevant evaluation report.

NOTE:

- Students who complete less than 10% of contact hours with the collaborating institution will be marked as "No evaluable".
- Students who complete more than 10% but fail to complete the hours specified in the agreement, or are evaluated negatively, will be marked as "Suspès" (Fail).
- Given that external placements are assessed in distinct ways, in addition to the fact that this grade is only optionally given, the final overall grade of Excellent with Distinction is not available.
- Internships cannot be re-evaluated.

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
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Student's Final Report	20	0	0	3, 5, 8
Tutor's Final Report	70	0	0	1, 2, 3, 4, 6, 5, 9, 10, 8
Tutorial meetings	10	0	0	4, 6, 5, 7

## **Bibliography**

Any relevant bibliography will be provided by the internship tutors according to the tasks the student is expected to perform.