

**COURSE DATA****Data Subject**

Code	35145
Name	External internships
Cycle	Grade
ECTS Credits	18.0
Academic year	2021 - 2022

Study (s)

Degree	Center	Acad. year	Period
1317 - Degree in Tourism	Faculty of Economics	4	First term

Subject-matter

Degree	Subject-matter	Character
1317 - Degree in Tourism	32 - External internship in tourism	External Practice

Coordination

Name	Department
ARNANDIS I AGRAMUNT, RUBEN	195 - Geography
RICO BELDA, PAZ	10 - Economic Analysis

SUMMARY

External Internships are placement activities carried out by students in companies or institutions and entities.

The aim of External Internships is for students to acquire, through a period of integration in a company, technical skills (know-how), interpersonal skills (knowing how to act) and thinking processes (knowing how to be) which will enable them to face the world of work, guaranteeing a greater degree of success.

The specific training activities to be developed in EXTERNAL INTERNSHIPS depend on the profile of the placement offered (hotels, travel agencies, tourist information, public or private tourist organization or institution). Therefore, the acquisition of competences during the internship will closely reflect the profile of the placement.



The following parameters should be sought when offering external internships:

- Incorporation of the student into the environment of the company, entity, organization and/or tourist institution. The teaching methodology should always be active and participatory, being complemented, where appropriate, by specific theoretical-practical training provided by the University, the company and/or host institution.
- Experience of professional practices with the objective of comparing the theoretical knowledge acquired during the degree with the practical knowledge gained in the company/organization/institution.
- The completion of tasks that test the critical and reflective capacity of the student and put into practice their ability to analyse and synthesize the areas studied.
- The Faculty of Economics aims to offer internships specifically adapted to the programme and requirements of Tourism Management, Planning of Tourist Destinations and Urban Tourism which form part of a degree in Tourism, so that the degree specialization chosen by the student goes hand in hand with relevant practical work placements where they can apply their theoretical knowledge within a practical work situation.

Each centre of the Universitat de València has an Internship Committee, the body in charge of organization and academic supervision in coordination with the Academic Commissions of the degrees attached to the centre and with the support of the University-Business Foundation of Valencia (ADEIT).

The Faculty of Economics' Student Guide to External Internships can offer further information:

<https://www.uv.es/uvweb/economia/es/estudios-grado/practicas/practicas-titulacion/grados-ade-eco-fic-gib-tur-tade-1285873578682.html#Gu%C3%ADas%20de%20Pr%C3%A1cticas>

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

1317 - Degree in Tourism :

R5-OBLIGATION TO PURSUE THE COURSE SIMULTANEOUSLY

35146 - Final project

Other requirements

See Requirements in the Faculty of Economics' Student Guide to External Internships:

https://www.uv.es/econdocs/Practicas/guia/FdE_Guia%20Practicas%202020_Eng



OUTCOMES

1317 - Degree in Tourism

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.
- Be able to apply knowledge to work in a professional manner and have competences for preparing and defending arguments and for solving problems within the field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Students must have developed the learning skills needed to undertake further study with a high degree of autonomy.
- Understand the principles of tourism: its spatial, social, cultural, political, labour and economic dimensions.
- Analyse the economic dimension of tourism.
- Understand the dynamic and evolving nature of tourism and of the new leisure society.
- Know the main political and administrative structures of tourism
- Turn an empirical problem into an object of study and draw conclusions.
- Have a strong customer service orientation.
- Recognise the main tourist agents.
- Evaluate tourist potentials and make the prospective analysis of their exploitation.
- Analyse, synthesise and critically summarise the economic situation and assets of tourist organisations.
- Manage financial resources.
- Define commercial objectives, strategies and policies.
- Lead and manage the different types of tourism entities.
- Have communication skills.
- Understand the legal framework regulating tourism activities.
- Work in English as a foreign language.
- Communicate orally and in writing in a second foreign language.
- Communicate orally and in writing in a third foreign language.



- Identify and manage tourist areas and destinations.
- Manage the tourist territory according to the principles of sustainability.
- Know the operating procedures in the area of accommodation.
- Know the operating procedures in the area of catering.
- Know the operating procedures in the area of intermediation companies.
- Analyse the impact of tourism.
- Use and analyse information and communication technology (ICT) in the different areas of the tourism sector.
- Understand a public plan and the opportunities that it affords for the private sector.
- Plan and manage the human resources of tourism organisations.
- Understand the functioning of destinations, tourism structures and their business sectors on a global scale.
- Know the objectives, strategy and public instruments of planning
- Work in different socio-cultural environments.
- Know the main initiatives to enhance cultural heritage.
- Understand the characteristics of cultural heritage management.
- Show creativity.
- Have initiative and entrepreneurial spirit.
- Demonstrate motivation for quality.

LEARNING OUTCOMES

- An understanding of the dynamic nature of tourism and the new leisure society
- Knowledge of the existence and content of the main regulations governing activities.
- Knowledge of the main markets, sectors and agents of today's tourism.
- Knowledge of the relevant public administrations in tourism.
- Knowledge of other political-administrative structures involved in tourism.
- Knowledge of the particularities of the tourist service, the different types of clients and their needs.
- Anticipation of the client's expectations, knowing how to develop interpersonal relationships based on knowledge of the different aspects and techniques of external communication.
- Knowledge of the instruments necessary to be able to evaluate the more common investment and financing operations of the tourism company and make financing and investment decisions.



- Knowledge of the functional areas and recognition of the systemic nature of the companies.
- Interpret the influence of the environment on tourism organizations.
- Interpret and analyse the internal situation of companies.
- Knowledge of the terminology and the basic elements of the operations management.
- Knowledge of communication processes and techniques.
- Oral and written communication in English in both sociocultural and professional contexts related to the field of tourism.
- Oral and written communication in a second foreign language in sociocultural and professional contexts related to the field of tourism.
- Oral and written communication in a third foreign language in sociocultural and professional contexts related to the field of tourism.
- Evaluate the tourism potential of a territory.
- Develop tourism policy strategies.
- Appreciation of Sustainable Development.
- Attitude in favour of cultural diversity and the protection of the natural, cultural and artistic heritage of the territories.
- Knowledge of the environmental risks that can occur in tourist territories and the methods and strategies for their prevention and minimization.
- Knowledge of the importance of ICTs in the different areas of Tourism.
- Knowledge of the operation of the computer reservation system CRS-GDS.
- Knowledge of the basic elements in the management of human resources in tourism organizations.
- Capacity to work in different sociocultural media, being sensitive to cultural diversity.
- Know the most important elements of artistic heritage of the area.

DESCRIPTION OF CONTENTS

1. Training Program in Management of tourist companies management

See Training Programs in the Faculty of Economics' Student Guide to External Internships (Learning Program 29):

<http://go.uv.es/v2SHRpC>



2. Training Program in Planning of tourist destination

See Training Programs in the Faculty of Economics' Student Guide to External Internships (Learning Program 30):

<http://go.uv.es/v2SHRpC>

3. Training Program in Urban tourism

See Training Programs in the Faculty of Economics' Student Guide to External Internships (Learning Program 31):

<http://go.uv.es/v2SHRpC>

WORKLOAD

ACTIVITY	Hours	% To be attended
Internship		100
Internship	450,00	0
TOTAL	450,00	

TEACHING METHODOLOGY

- Placement in companies, entities, organizations and/or tourism institutions, developing varied tasks depending on the profile of the position held, and complemented where appropriate with theoretical-practical training being put into practice. See the Activity Programs for each reference made in the Contents description.
- Attendance at supervisory meetings with the company tutor
- Attendance at supervisory meetings with the academic tutor

EVALUATION

See Evaluation of Placements in the Faculty of Economics' Student Guide to External Internships:

https://www.uv.es/econdocs/Practicas/guia/FdE_Guia%20Practicas%202020_Eng



REFERENCES

Basic

- Guía del estudiante de las Prácticas Externas de la Facultat d'Economia:
https://www.uv.es/econdocs/Practicas/guia/FdE_Guia%20Practicas%202020_Cast
- Guia de l'estudiant de les Pràctiques Externes de la Facultat d'Economia:
https://www.uv.es/econdocs/Practicas/guia/FdE_Guia%20Practicas%202020_Val
- Faculty of Economics' Student Guide to External Internships:
https://www.uv.es/econdocs/Practicas/guia/FdE_Guia%20Practicas%202020_Eng

Additional

- Real Decreto 592/2014, de 11 de julio, regula la realización de prácticas formativas en empresas e instituciones por parte de los estudiantes universitarios.
Real Decreto 592/2014, 11 de juliol, regula la realització de pràctiques formatives en empreses i institucions per part dels estudiants universitaris.
Royal Decree 592/2014, of July 11, regulates the completion of training placements by university students in companies and institutions.
- Reglamento de Prácticas Externas aprobado por la Junta de Gobierno de la Universitat de València el 26 de junio del 2012, ACGUV 131/2012.
Reglament de Pràctiques Externes aprovat per la Junta de Govern de la Universitat de València el 26 de juny del 2012, ACGUV 131/2012.
Regulation of External Internships approved by the Governing Board of the Universitat de València on June 26, 2012, ACGUV 131/2012.

ADDENDUM COVID-19

This addendum will only be activated if the health situation requires so and with the prior agreement of the Governing Council

Adapting Curriculum Practices to the Covid-19 Pandemic

Following the recommendations of the Vicerectorat d'Ocupació i Programes Formatius it is established:

1. The development of the practices will be adapted, with the maximum possible flexibility, to such an extraordinary situation as the present one.
2. The internships will be carried out in person, provided that there are no new instructions from the competent authorities. Practices may also be carried out in distance or blended learning modes.



3. The assessment of the work placement shall be in accordance with that established in this guide, without prejudice to the need to adapt it to the situation existing at the time of carrying it out. In this way, attendance at the Employment and Entrepreneurship Forum will be evaluated if students are able to attend, and if not, it will be replaced, in its entirety, by the evaluation of the UVempleo course "Three steps towards your professional insertion".

